

SAXONBURG BOROUGH
Meeting Minutes
September 20, 2022

President Piper called the meeting to order at 7:04 p.m.

Pledge of Allegiance

Roll Call Mia Mazza-Petruzzi, Sherry Weinzierl, Dave Johnston, Aaron Piper, Pat Rinebolt, Ray Koegler, Carol Neubert, and Mayor Gillespie were present.

Also in attendance were Sean Gallagher/Solicitor, Mary Papik/Manager, Chief Beachem, Chuck McGee/Superintendent, Jody Vettori/Secretary, Fred Caesar, Tiffany Nolan, June Crawford, Connie E. McCormick, and Grayson Hixon.

Correspondence

- On August 25, Council received an invitation from the Butler County Boroughs Association for their October 20 dinner meeting.
- On August 30, the Borough received a request from Kurt Reiser, Athletic Director at the Knoch School District, for approval for a Homecoming Parade in lieu of traditional Homecoming activities on their football field this year as the field is under construction. The proposed parade would take place on October 6 from 7-8 p.m.
- On September 12, the Borough received a request to close out the 2021 Pavilion roof grant from Butler County Parks & Recreation.

Minutes

President Piper asked if there were any additions or corrections to the Minutes of August 16, 2022. Hearing none, they were approved as submitted.

Public Comments None

Museum Curator Fred Caesar

Fred reported:

- We've had a couple of busy weeks at the Museum and in Saxonburg. At the top of the list was German Consul General David Gill's visit. The Consul General was very engaged and reviewed many of the Museum documents that are written in German. His visit was a great honor for Saxonburg and the Museum.
- Yesterday, we spent about six hours with a program assistant with the German-American Institute of Saxony who is preparing a series of podcasts on the Roebing legacy that will be available starting later this year.
- The German video production company that spent two days in Saxonburg last year have wrapped up editing on their program, which is set to release next year. Originally it was not going to be released in English but now will be distributed worldwide with an English version. Perhaps we'll plan a special showing when it's available.
- We tracked 420 visitors to the Museum during the Festival of the Arts, including State Senator Scott Hutchinson.
- The Heinz History Center wants to bring several program managers and possibly up to 30 of their tour guides in October for a tour of the Museum, wire rope shop, and the "Old White Church." The staff voted on where they wanted to go, and Saxonburg was their first choice. Incidentally, they were very helpful to me during COVID when I would call and ask about rules and how they were operating with it. They always returned my calls and were very helpful.
- The Dog House is in need of maintenance and currently has plastic wrapping around it to keep some of the loose glass panels from falling, especially during the Festival.

- Facebook followers have increased to 436, with General Gill's visit and the Labor Day post about the original 1986 Saxonburg Trolley getting the most engagement.

Fred specially thanked Sherry for supplying the Museum with paper products for the Festival, and Sherry, Mia, Aaron, and the Mayor for checking on him throughout the Festival to make sure he didn't need anything.

Mayor

William Gillespie Jr.

Mayor Gillespie thanked Fred for all of his work, and thanked Terry, Sherry, Ray, and Tiffany for organizing the Festival of the Arts to make it the success it was. He thanked Mia for her work behind the scenes. He thanked all of them for coming together on Sunday to solve the water problem at the Park for the vendors. He wanted to make sure everyone was thanked for their efforts.

He further reported:

- It's been a great five weeks of events in Saxonburg with the Festival, the Octoberfest, and the Sportsmen's Fest, and before that, Consul General Gill's visit. The Consul General was very warm and engaging, and he took the opportunity to meet with people and talk with them. He especially enjoyed the tour with Fred in town. It would be nice to have him back again or one of his counterparts.
- The Friends of the Saxonburg Police met today and have agreed to purchase five new ballistic helmets, tactical kits and lock-out kits for the police cars, totaling around \$4,500.
- The Chief reported to Council that he's looking into special events training, as events around the country are becoming targets for the wrong types of people. This training will be funded by the Friends of the Saxonburg Police as well.

President Piper said we owe it to our police to support them in any way that we can; they protect us from all the stuff that's not far away from us. We stand 100% in support of our police department.

Motion was made and seconded by Sherry Weinzierl/Mia Mazza-Petruzzi to rehire Officer Kenneth Michalik as a parttime officer at the standard hourly rate. The motion carried.

Superintendent

Chuck McGee

Chuck reported:

- The Street Project is complete; the fog seal was done on Friday.
- President Piper asked if Chuck heard anything about the MS4 Waiver. Chuck reported no; the DEP is generally silent and then sends the approved permit at the last minute.

Secretary

Jody Vettori

Jody had nothing further beyond her written report.

Committee Reports

Festival of the Arts Committee

President Piper read a thank you letter from the Festival Committee, see attached Exhibit A. Tiffany Nolan read a thank you letter from a first-time vendor who was so impressed with the Festival that she asked if she could pay now for the exact same spot next year. Tiffany said this was not an uncommon response, that the vendors appreciated everything that the volunteers did for them to help. Tiffany expressed her thanks to Council and to everyone who helped to make the Festival work so well.

President Piper mentioned that two debrief "lessons learned" meetings need to be scheduled: one for security, and a second one for the Library, Church, Main Street, and Festival volunteers.

Parks & Rec Committee

President Piper said there is DCNR grant funding available but with a quickly approaching deadline. He encouraged Council to review the Park maintenance and wish list to come up with

ideas. Once prioritized, Council would need to get as close to shovel-ready as possible to start applying for grants.

Mary explained that some grants allow leeway and others don't. For example, she said, the Park could be included in a grant that's not specifically a "Park" grant if the grant is for something like stormwater where the Park is the starting place of the stormwater. Lack of maintenance is typically not grant-worthy, she said.

Police Committee (No meeting)
Property Committee (No meeting)
Joint Policy Committee (No meeting)
Ordinance Committee (No meeting)
Streets/Stormwater Committee (No meeting)

Liaison Reports

Tax Collection Committee (Next Meeting September 27)
Butler County Boroughs Association (Dinner & Meeting October 20)
PA State Association of Boroughs (Next Meeting October 20)

Planning Commission (No meeting)
Zoning Hearing Board (No meeting)
Historic Architecture Review Board (No meeting)
Butler County Council of Government (No meeting)

Council Members Business presented by Council Members

Aaron Piper

With the budget coming up, President Piper issued this statement:
Council's Guiding Principle is to put the taxpayer first. We were elected to be good stewards of the taxpayer funds and we fully intend to do so. Everyone has had to review their personal budgets with the current economic climate, and the Borough is no exception. The Guiding Principle serves multiple purposes: We took an oath to do so, which we do not take lightly. Secondly, if we are fiscally responsible, then the Borough and the businesses and other organizations in town will prosper by default. The taxpayers are what makes everything possible, and we shall not lose sight of that.

Manager Mary Papik

Bills

Motion was made and seconded by Sherry Weinzierl/Carol Neubert to approve \$47,882.68 in checks paid from the Borough's General Fund, of which \$37,908.08 is the Borough's portion, \$590.20 is the Park's portion, and \$9,384.40 is the Authority's portion of the expense. In addition, decrease adjustments in August from the Borough General Fund in the amount of \$27,656.63 of which \$11,429.81 was the Borough's portion, \$1,657.82 was the Park's portion, and \$14,569.00 was the Authority's portion of the expense; and payroll for August 2022 in the amount of \$80,393.49 of which \$27,289.30 is the Borough's portion and \$53,104.19 is the Authority's portion. The motion carried.

Proposed Homecoming Parade October 6, 2022

Motion was made and seconded by Carol Neubert/Pat Rinebolt to approve the Knoch School District Homecoming Parade from 7-8 p.m. on October 6, 2022, and to send the application with the insurance certificate to PennDOT. The motion carried.

Act 57 Tax Collection Modification, Resolution #6-2022

Mary explained that the State changed the tax collection laws related to real estate to provide for a penalty waiver for the first year of ownership of the property if the tax bill was not received

and paid on time. Each taxing district has to adopt a resolution that they acknowledge the state's action and also provide the waiver.

Motion was made and seconded by Pat Rinebolt/Sherry Weinzierl to approve Resolution #6-2022, recognizing and adopting the Act 57 amending Section 7 of the Local Tax Collection Law in Saxonburg Borough. The motion carried.

Financial Software

Motion was made and seconded by Carol Neubert/Dave Johnston to approve changing the financial software at a cost no higher than \$7,500 for the 2023 financial year, with the cost to be split with the Authority. The motion carried.

Financial Report

President Piper asked Council to review this report and to look for trends.

Solicitor

Solicitor Sean Gallagher, Gallagher Law Group

The Solicitor had no further report at this time.

Old Business

Banner Policy

Aaron tabled this discussion until a future meeting.

Special Events Ordinance

There was no action on this item.

New Business

Main Street Bake Shop 15-Minute Parking Sign Request

This request was made because customers picking up cakes and large orders have not been able to get parking close to the bakery.

Council discussed the need to treat all businesses on the street equally, so granting this request for the Bakery could mean similar requests from more businesses, even though the Borough doesn't have the ability to enforce such a parking sign. The Mayor suggested the Bakery could make an agreement with the business next door to use their driveway for cake pickups, then customers could continue through the drive onto Pittsburgh Street. The Secretary was asked to draft a letter to this effect for Council's review.

Executive Session The meeting recessed at 8:05 p.m. to go into Executive Session to discuss Employee, Contract, and/or Public Safety Matters.

The meeting reconvened at 10:15 p.m. and took the following actions:

Guardian Security

Motion was made and seconded by Mia Mazza-Petruzzi/Dave Johnston to approve the agreement with Guardian Security as proposed by the Manager. The motion carried.

Cooper Hall Lease

Motion was made and seconded by Mia Mazza-Petruzzi/Ray Koegler to add the Cooper Hall lease as an action item to the agenda. The motion carried.

Motion was made and seconded by Mia Mazza-Petruzzi/Ray Koegler to approve the lease with Jonathan Johnson/Body Genesis, LLC, for Cooper Hall and to authorize the President of Council to sign it. The motion carried.

Adjournment

The meeting adjourned at 10:20 p.m.

A special meeting is being scheduled and advertised for Tuesday, October 4, 2022 at 7 p.m.

Jody Vettori
Secretary