

**WORKSHOP MEETING MINUTES**  
**MILLVALE BOROUGH COUNCIL**  
**Millvale Borough Building, 501 Lincoln Avenue**  
**Tuesday, December 6, 2022**

Council Workshop was called to order at 6:02pm.

Roll Call

Council Members: President James Machajewski  
Vice-President Al Atkinson - absent  
Paul Bossung – via ZOOM  
Katie Dembowski – arrived 6:11pm  
Tyler Halt  
Denise Rudar  
William Stout  
Brandon Burn

Also in attendance: Borough Manager Eddie Figas, Assistant Borough Manager Joe Kypta, Police Chief Tim Komoroski, Office Administrator Michele Revay, Solicitor Cambest, Engineer Jen Slagle, Zoning & Planning Director Aaron Flook

Public Comments

M. Catherine Sikora – Thank you for senior luncheon.

Covid-19 Updates

- Discussion was held regarding Review of Act 15, Sunshine Act guidelines for a remote meeting. Motion to extend emergency declaration by 30 days

New Business

Discussion was held regarding opening up Pavilion and Community Center rentals for 2023 on 12/14/22 at noon.

Discussion was held regarding NHCOC trash bids. Issues with can sizes, need a breakdown of cost. Refuse charge to go up to \$28.01 from \$20.00 (seniors - \$26.01 from \$18.00); looking for a 64 gallon container. In discussion with how to get this info out to residents, perhaps a door hanger or a mailer.

Discussion was held regarding the Animal Ordinance updates.

Discussion was held regarding advertising and approving required meeting dates.

Events/Programming

Discussion was held regarding McCarthy Park tree lighting. 75 people attended.

Discussion was held regarding Senior Luncheon. 97 meals were served.

Discussion was held regarding MVFD Holiday Party – December 17, 2022 – Caesar's Ale House. Borough donating \$300.00.

Discussion was held regarding Colleen Davis' Toy drive at the VFW, 12/2/22.

Zoning/Community Development/Code Report

Discussion was held regarding Smart Gov. Software – moving into billing end of software.

Discussion was held regarding Land Use Chart. Will resume in 2023.

Borough Engineer

Gateway Engineers

Ms. Slagel reported on engineering activities for the month of December.

**C-42000-2022 General Engineering**

Gateway continued to assist the Borough with review of projects and grant opportunities.

**C-42004-2022 MS4 Compliance Work**

We are continuing to develop a plan and will follow up on proposed projects required for MS4 compliance and updates to the Pollutant Reduction Plan report

**C-4206-0002 2022 ARLE Grant Application**

Gateway assisted with the preparation of an application for Automated Red Light Enforcement (ARLE) grant funding for the full replacement of the signal equipment at Grant Avenue and Sherman Street.

The application awards are anticipated to be announced in December 2022.

#### **C-42007-2022 Road Program**

We met with Public Works to review the proposed roads for the 2022 program. The bids were received on May 23<sup>rd</sup>, 2022. Two bids were received for each of the four base bids, and one add alternate project. Council awarded two streets (O'Brien Street and Forest Street) to A Folino Construction. A pre-construction meeting was conducted with Folino, and a field meeting was held with their wall subcontractor on October 20. The wall construction has been completed with the exception of a few cap stone that have been ordered and will be installed upon manufacture. The paving is planned to be shifted to the spring of 2023 and we are working with Folino to get a commitment letter prior to shifting this work into 2023.

#### **C-42010-0008 CDBG Grants**

CD 48 Lincoln Avenue ADA Ramp Project bid opening occurred on September 29, 2022, at the NHCOC Office. The apparent low bidder is Santamaria Landscape & Cement Contractors, Inc. at \$42,000.00. The construction estimate is \$47,210.00 plus 10% contingency. Work was scheduled to begin in November, however, due to the weather, they have requested to complete this work in the spring. CD 49 Logan Street Repair Pre-Application submission was approved. The Full Application was submitted to NHCOC prior to the November 11, 2022 deadline.

#### **C-42021-2020 Demolition Contract**

Project complete.

#### **C-42026-0000 GLG Grant Application Cycle 8**

Gateway is assisting with the preparation of a Green Light-Go grant funding application for the replacement of the traffic signal equipment at the intersection of Evergreen Road and North Avenue. The grant application period is officially open in January 2023; however, the program requirements include the preparation and coordination of a Scoping Form to introduce the proposed project to PennDOT in advance of the application period. Gateway has started this form and will coordinate with the Borough for finalization and submission.

Additionally, this will be Engineer Slagel's final council workshop with Millvale Borough as she is resigning from Gateway Engineers for a new work opportunity. Her work will be continued by Engineer Bob Maher.

#### Public Works

Discussion was held regarding updates on Logan Street/PWSA work. No update info available from PWSA.

Discussion was held regarding Utility work. No new updates.

Discussion was held regarding Trash Can updates. Installation complete.

Discussion was held regarding Holiday decorating. Banners/decorations installed.

#### Police Report

Discussion was held regarding the Sergeants' Exam updates.

Discussion was held regarding September activity updates.

Discussion was held regarding Social Work updates.

Advertising was done for the civil service exam.

Chief applied for a grant for new body cameras, \$31,000.00.

There were 261 calls, 17 arrests and 21 citations.

#### Planning Commission

No agenda, thus no meeting.

#### Zoning Hearing Board

Discussion regarding 141 Evergreen Avenue, Board found in favor for the Borough.

#### Items from Council Members

Council President Machajewski – Former Manager Amy Rockwell is resigning from Lower Burrell; will be taking a new position with Harrison Township. Congratulations!

Councilwoman Rudar – Can road crew cut down a few trees in the Gardens of Millvale and chip them?

#### Unfinished Business

Discussion was held regarding Ross/West View EMS Funding Tax Ordinance, \$50.00 per residential premises, \$150 commercial occupancy u100, \$225 commercial occupancy u300, \$300 commercial occupancy 300+.

Additional Borough Funds.

Discussion was held regarding End-of-year resolutions; Salary 2877, Police Retirement 2880, Budget Adoption 2882, Fee Schedule 2878, Ord. 2816 Tax Levy for 2023.

Discussion was held regarding Planning Commission Appointment. Vacancy Board Appointment, Patty Knierim January Agenda.

Discussion was held regarding Intern Program Spring Semester (Smartgov.) and other interns programs as available.

Discussion was held regarding Act 57 review. State requiring Boro to do this, pass ordinance.

Discussion was held regarding TAN Loan payoff. Pay off next week?

#### Adjournment

The public meeting was adjourned at 7:15pm.

Meeting then went into executive session.

James Machajewski, Jr., President

Eddie Figas, Borough Manager