

WORKSHOP MEETING MINUTES
MILLVALE BOROUGH COUNCIL
Council Chambers, 501 Lincoln Avenue
Tuesday, January 5, 2021

Workshop Meeting Convened

The Millvale Borough Council Workshop was called to order at 5:00 pm by Council President James Machajewski.

Roll Call

Council Members: President James Machajewski
Vice-President Al Atkinson via ZOOM
Paul Bossung via ZOOM (5:06pm)
Katie Dembowski via ZOOM
Patty Harpur
William Stout
Jack Varley - Absent

Also in attendance: Engineer Jenn Slagle via ZOOM, Borough Manager Eddie Figas, Office Administrator Michele Revay via ZOOM, Code Officer Karl Cavanaugh via ZOOM, Borough Administrative Accountant/Treasurer Sheri Cavanaugh via ZOOM, Police Chief Tim Komoroski via ZOOM, Solicitor Cambest via ZOOM.

Covid-19 Updates

- Discussion was held regarding ACT 15; Council meeting adjustments – no adjustments or changes.
- Discussion was held regarding facilities rental start date. Facility Rental Start Date, rental reservations potentially beginning in June, payment deadline in April and begin to hold dates by list on February 1. We are recommending taking only one reservation per individual or business to avoid scheduling issues. This is a best guess scenario based on estimated vaccine distributions. We will update Council monthly if changes are needed.
- Discussion was held regarding council meeting days, dates and times.

Correspondence

Rhonda Grosse – Patrick Street. Re: Patching up potholes, street repair.

New Business

Discussion was held regarding appointment review for 2021.

1. Civil Service Commission – No appointments.
2. Tree Committee – Denise Rudar, re-appointment.
3. Vacancy Board – Brian Wolovich, re-appointment.
4. Educational Services Agency – Re-appoint as Stephanie Klein no longer resides in Millvale.
5. Zoning Hearing Board – Re-appoint as Mark Panza no longer resides in Millvale.
6. Planning Commission – No appointments.
7. ACBA – Mayor Spoales (delegate); President Machajewski (alternate).
8. Connect – Councilman Stout (delegate), Councilwoman Harpur (delegate), Manager Figas (Staff Representative)
9. GRJSA – No appointments.
10. NHCOC – Councilman Atkinson (delegate), President Machajewski (alternate).
11. Tri-COG Landbank – President Machajewski (delegate), Manager Figas (alternate).
12. MCDC – Councilwoman Harpur (delegate).
13. North Allegheny Tax Collection Committee – Administrative Accountant S. Cavanaugh, Manager Figas.

Discussion was held regarding Fire Department Chief Vote Ratification, to be held January 12.

Discussion was held regarding a training schedule review for Manager, Chief of Police and Borough Staff.

Discussion was held regarding the exoneration of Tax Collector Scott Davis for uncollected 2020 Real Estate Taxes and turn over to Keystone Collections.

Discussion was held regarding Resolution No. 2680, establishing reasonable attorney costs of collection for delinquent real estate tax accounts and imposing the cost of such collection upon the delinquent tax payer.

Discussion was held regarding the appointment of Sheri Cavanaugh as Borough Treasurer.

Discussion was held regarding Civil Service Exam Testing.

Discussion was held regarding Flags and Banners.

Events/Programming

Discussion was held regarding updates on Millvale Days

- Looking to put out a Save the Date for September 16, 17, 18 of 2021.

Discussion was held regarding updates on Millvale Music Festival

- Tentatively scheduled for August 6-7.
- Possible summer picnic for June 12.
- Harvest Moon Festival in October?

Zoning/Community Development/Code Report

Discussion was held regarding various Zoning/Ordinance updates for 2021.

Discussion regarding action items for 2021; Zoning Officer Roth is putting together.

Court Hearings are delayed to February 2021 due to Covid-19.

Borough Engineer

Gateway Engineers

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

C-42000-2020 General Engineering

Working with the Borough to provide inspection services for the Frank Street Bridge.

C-42004-2020 MS4 Compliance Work

Gateway continues to work with the Borough for 2020/2021 tasks.

C-42007-2020 Millvale Road Program

No new updates.

C-42010-0005 CDBG Grants

CDBG Year 47 ADA Ramps is complete.

C-42019 Mary Street Slide

There are no new updates.

C-42021-2020 Demolition Contract

Meyers Demolition started work on December 29, 2020. Properties 17 and 19 Friday Road were demolished first with expected completion the week of January 11, 2020. Mobilization will occur for 225 Sample Street on January 5, 2020 with demolition to begin immediately. Demolition for 243 Maryland Street will begin once 225 Sample Street has been completed.

C-42023 Wessel Alley Due Diligence

The field work for the survey was complete. Gateway finalized plotting the survey data and final location of the right of way and property lines. Gateway performed a site visit to begin preparation of cost estimates for reopening the road. Gateway prepared preliminary cost estimates for an 8 foot gravel and asphalt roadway for review.

Public Works

Discussion was held regarding Utility Company work being done in the Borough.

Natural Playspace – Signage being worked on.

Discussion was held regarding roof repair. No updates.

Discussion was held regarding the Solar Grant. No updates.

Discussion was held regarding street repairs within the Borough.

Discussion was held regarding full-time employee interviews and recommendations.

Public works will be removing Holiday Décor and Holiday Meter Bags.

A thank you to Colin Machajewski and Mike Kramer for the snow removal for the recent winter storm.

Police Report

Discussion to be held during Executive Session.

Planning Commission

No report due to no agenda.

Items from Council Members

Mayor Spoales:

1. Shout out to road crew for keeping streets clear during snowfall.
2. Thanks to "Santa" and "Mrs. Claus" and "Elf" for their role in holiday festivities, and encouraging holiday cheer.

Vice President Atkinson:

1. Issues with Fremont Street bridge, and people parking on bridges. Would like reminders that there is no parking on bridges.

Councilman Stout:

1. MCC for use for Covid-19 Vaccinations.

Councilwoman Harpur:

1. Discussed a Non-Discrimination Ordinance for Millvale, since Sharpsburg and Etna recently passed theirs.

Unfinished Business

Discussion was held regarding the 2021 Draft Calendar.

1. Setting of Workshop and Council Meeting Dates – looking to go back to having the workshop begin at 6pm and the regular council meeting pre-meeting also at 6pm, with the regular council meeting begin at 7pm.
2. Will it be held at the Borough Building in Council Chambers or at the Millvale Community Center?
3. Setting of Planning Commission meeting dates, times and places.

Discussion was held regarding the DLC LED update and Evergreen Ave DLC Update. Last LED was installed 1/5/2021, Evergreen Ave lights are backordered.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:11pm.

Council then moved to Executive Session.

James Machajewski, Jr., President

Eddie Figas, Borough Manager