

**WORKSHOP MEETING MINUTES**  
**MILLVALE BOROUGH COUNCIL**  
**Millvale Borough Building, 501 Lincoln Avenue**  
**Tuesday, October 3, 2023**

Council Workshop was called to order at 6:01pm.

Roll Call

Council Members: President James Machajewski  
Vice-President Al Atkinson  
Paul Bossung  
Katie Dembowski – arrived at 6:04pm  
Tyler Halt  
Denise Rudar  
William Stout  
Mayor: Brian Spoales – absent

Also in attendance: Borough Manager Eddie Figas, Police Chief Tim Komoroski, Office Administrator Michele Revay, Zoning Officer Aaron Flook, Solicitor Cambest, Engineer Bob Maher

Public Comments

Brian Wolovich – MCDC – 216 North Avenue updates – Groundbreaking on Wednesday, October 18, 2023 at 10:00am.

New Business

Discussion was held regarding the Senior Holiday Luncheon. Tabled for following week's Regular Council Meeting Workshop.

Discussion was held regarding end of year resolutions: salary, fee schedule, budget adoption, TAN, police pension, Act 172 renewal, Act 57, tax enactment, tax collector exoneration, collection fees.

Discussion was held regarding the 2024 calendar – first meeting of the year, January 2 Re-org. Set meeting dates and times for council and planning.

Discussion was held regarding delegate appointments, commission etc. appointments.

Discussion was held regarding Borough in-kind service review – police and public works hours.

Events/Programming

Discussion was held regarding Indigenous Peoples' Day – 10/9/23. Announce on the web.

Discussion was held regarding Millvale Music Fest – Fall Harvest 10/14 – Riverfront Park.

Discussion was held regarding 216 North Avenue (MCDC) Groundbreaking 10/18 at 10:30am.

Discussion was held regarding NHCO Trash pick up 10/21/23

Discussion was held regarding Halloween Trick r' Treat 10/31/23 5:30pm – 8 pm.

Discussion was held regarding Election day 11/7/23. Workshop will be moved to Monday 11/6/23.

Discussion was held regarding Thanksgiving – Borough Offices Closed 11/23-24/23

Discussion was held regarding Light-Up Night – 11/26/23

Discussion was held regarding Mayor-Council Senior Lunch – 12/3/23 at 11:30am-1:00pm at MCC.

Discussion was held regarding Pavilion/MCC rentals open for 2024 – 12/13/23 at Noon.

Discussion was held regarding the ALOM Holiday Party on 12/14/23.

Discussion was held regarding the Borough Employee Holiday Party on 12/18/23 – Offices close at 1:00pm.

Discussion was held regarding Christmas – Borough Offices closed 12/25-26/23.

Zoning/Community Development/Code Report

Discussion was held regarding Smart Gov. Software – SmartGov is now live on the website.

Borough Engineer

Gateway Engineers

Mr. Maher reported on engineering activities for the month of September.

**C-42000-2023 General Engineering – Robert Maher, P.E.**

Gateway continues to assist the Borough with review of projects and grant opportunities. Reviewed traffic pattern for Maryland Avenue, submitted recommendation. Gateway submitted an estimate for Stanton Avenue sidewalk replacement.

**C-42004-2023 MS4 Compliance Work – Ryan Berner, GISP**

We are reviewing outfall screening status and will be providing recommendations on screenings to be conducted and follow up investigations. We are updating mapping based on plans received from the Borough.  
No updates.

**C-42010-0010 Logan Street Repair and Paving– Robert Maher, P.E.**

Pre-Application was approved. The Full-Application was submitted to NHCOC prior to the November 11, 2022 deadline. Received letter from COG stating the grant was not awarded. Plan to submit project to the Gaming Economic Development Tourism Fund (GEDTF).

Plan to submit project to the Statewide LSA (Local Share Account) program, window opens September 1, 2023

**C-42010-0012 CDBG YR50 ADA Ramps – Howard and North – Robert Maher, P.E.**

Prepared preliminary application due by September 15<sup>th</sup>.  
Submitting full application in November.

**C-42010-2023 Demolition: 2023 Act 152– Robert Maher, P.E.**

Project set up on the County portal through the COG

The following properties are proposed: 1133 & 1137 Evergreen, 523 Spruce, 728 Stanton, 125 Frederick

Preparing required items

Approved resolutions for each property

Submitted required items to the portal on June 16, 2023

Obtain clearances

**C-42006-0003 2023 ARLE Grant – Grant and Sherman – Kyle Brown, P.E.**

- Gateway was authorized to assist with preparing an ARLE grant application for the intersection of Grant Avenue and Sherman Street.
- Gateway assisted with the preparation of a cost estimate and other materials to prepare the grant application documentation for submission.
- The application has been submitted; support letters will be added once received.

**C-42025-0001 2023 TSAMS Inventory – Kyle Brown, P.E.**

· Gateway was authorized to perform signal inspections and inventories of the intersections of North Avenue & Klopfer Street, North Avenue and Elizabeth Street, North Avenue & Lincoln Avenue, North Avenue & Grant Avenue / Howard Street, and Lincoln Avenue & Butler Avenue. This effort will provide assistance to the Borough by helping to determine the prioritization of future funding with respect to signal improvements and grant applications.

· PennDOT grant programs require that their signal database (TSAMS) be up to date with current conditions in order to qualify for grant funding. Currently, the majority of the Borough's signals do not have any signal component information incorporated in the TSAMS database.

- Overall summary of the signal inventory and inspection findings were submitted to the Borough for review and consideration

PennDOT's signal database (TSAMS) has been updated with the field identified component information.

**C-42026-0000 GLG Grant Application Cycle 8 – Kyle Brown, P.E.**

Gateway assisted 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 was submitted on Monday, January 30<sup>th</sup> with award announcements anticipated around July of 2023.

The Borough was notified that they were awarded grant funding for this project on August 17<sup>th</sup>.

Gateway will prepare a Work Authorization for the survey and design/permitting work for the proposed signal replacement project.

No work can be performed until the grant agreement is fully executed.

**C-42027-0001 Bridge Planning – Kevin Nadalin, P.E.**

Reviewed new load rating on Lincoln Bridge No. 7 and commented on reason for rating.  
Review the repairs with PennDOT regarding potential funding.

**Girty's Run Stream Restoration – Matt Bagaley, P.E.**

Gateway completed the design and permitting of the Girty's Run Stream Restoration project. We received the permit on 5/24/23.

The intent is that a portion of the project to be completed in Shaler will count toward Millvale's DEP PRP Requirements.

An agreement was executed between Shaler Township and Millvale Borough.

Contract was awarded by Shaler Township at their June 13<sup>th</sup> meeting.

Construction commenced on June 19<sup>th</sup>.

Work has been completed with the exception of the plantings.

Public Works

Discussion was held regarding PWSA lead line replacement (Lincoln, Grant, Clara and Sherman Streets)

Ongoing project, meetings with PWSA and Peoples' Gas on 10/4/23.

Discussion was held regarding security cameras/traffic cameras from Global. 3 Sets of cameras – North at Lincoln; North at Grant; Sedgwick at Grant. Hoping to purchase by end of year.

Police Report

Discussion was held regarding August activity updates; busy month.

Discussion was held regarding new police vehicles – Police department now has them in use.

Discussion regarding 636 Evergreen Avenue – Moved to Executive session.

Planning Commission

Discussion was held regarding an October 17 meeting with Q Development / Mount Alvernia.

Zoning Hearing Board

No new updates.

Tree Committee

No new updates.

Civil Service Commission

Working on Regulations updates.

Fire Department

Discussion was held regarding Act 104, Fire Department Capital Grant. Reached out for updated reviews to get a new estimate.

Items from Council Members/Staff

Mr. Stout – Questions regarding status of Wentz Hotel. Konzier developing plans, possibly making multi-resident apartments. In design phase, in flood zone.

Zoning Officer Aaron Flook: Thank you to council and staff for support during a difficult time.

Unfinished Business

Discussion was held regarding Police CBA, SASD SRO Contracts – signed and dated.

Discussion was held regarding Zoning Hearing Board alternates.

Discussion was held regarding Millvale Days Review – Cooperative weather, great event.

Discussion was held regarding ALOM Conference – April 4-7, 2024.

### Adjournment

The public meeting was adjourned at 6:23pm.  
Council then went into Executive Session.

James Machajewski, Jr., President

Eddie Figas, Borough Manager