

**MINUTES OF THE REGULAR MEETING
OF WHITE OAK BOROUGH COUNCIL
HELD MONDAY, JANUARY 16, 2012 AT 7:30 P.M.**

CALL TO ORDER

Mr. Pasternak, President of Council, called the Regular Meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

ROLL CALL

Attending were Council members: Edward Babyak, Charles Davis, Ronald Massung, David Pasternak, Kenneth Robb and Carrie Verbanick. Also attending were Mayor Ina Marton, Solicitor Terry Leckman, Engineer Representative Donald Hultberg, Borough Manager John W. Petro, Jr. and Borough Secretary Nancy Greenland.

Council member George Dillinger was absent.

MINUTES

Mr. Pasternak asked if there were any additions or corrections to the following Minutes:

Workshop Meeting, December 14, 2011
Workshop Meeting, December 19, 2011
Regular Meeting, December 19, 2011

There were none.

A motion was made by Mr. Davis, seconded by Mr. Massung, to accept the Minutes as presented.

Motion carried unanimously.

EXECUTIVE SESSION

Mr. Leckman stated there were various sessions held and during such sessions pending/potential litigation and personnel matters were discussed.

PUBLIC COMMENTS

Fred Haynes – 98 Carmella Drive

Mr. Haynes noted last year the garbage fee for White Oak was \$176.00 and that this year the fee is \$192.00. That is a \$16.00 increase. He noted North Huntingdon just entered into a three year agreement with Waste Management for \$13.35 per month and that North Huntingdon has a senior citizen (65) program that allows them to purchase stickers for \$1.00. The sticker is then placed on the bag.

Mr. Pasternak advised the current agreement with Waste Management was done through an open public bid process. Specifications were developed and bids were received under those specs. Once the bid is awarded and contract entered into we are not permitted to make adjustments under the agreement. He indicated that issue would be considered when the current contract with Waste Management is up.

Mr. Haynes stated he spoke with Mr. Petro about a missing traffic sign on Carmella Drive several months ago and the sign still has not been replaced.

Mr. Petro indicated the Borough is waiting for sign posts to be delivered from our vendor.

Mr. Haynes asked why it was taking so long and asked Mr. Davis, Chairperson of Public Works to check into the delay.

Carolyn Leitzel – 2155 Lewis Street

Ms. Leitzel asked if any information regarding her concern that the new residential home program for White Oak Borough exceeded the two (2) year limit set by state regulations.

Mr. Leckman thanked Ms. Leitzel for providing him with the information last month and noted the Borough would be amending the ordinance to limit the abatement to the two (2) years. He stated the public hearing will probably be held in conjunction with our February Wednesday Workshop.

Ms. Leitzel stated Mr. Petro provided her with a letter from Keith Evers is is the Borough contracted building inspector. She stated she thought that Mr. Washowich was the inspector and had a salary of \$48,000. She asked why we had an outside inspector and what Mr. Washowich duties were and why was he fulltime if he was not the building inspector.

Mr. Petro noted the \$48,000 given by an audience member last month is an incorrect figure. He advised that there were new laws imposed by the state that require building inspector for both residential and commercial to be certified. The process is very long. Prior to the change Mr. Washowich did conduct the inspections. He now deals with zoning, planning and code issues.

Ms. Leitzel noted the on-line information for the Borough indicates Mr. Washowich is the Building Inspector. She noted that if this is considered a full-time job the person filling it should have the ability to perform all aspects of it.

REPORTS OF CHAIRPERSONS OF STANDING COMMITTEES

President's Report

Mr. Pasternak announced the Council Committees, they are as follows:

Finance

George Dillinger – Chairman
Kenneth Robb
Ronald Massung

Health, Environment & Cable

Carrie Noll – Chairman
Edward Babyak
Charles Davis

Planning & Zoning

Edward Babyak – Chairman
Charles Davis
Ronald Massung

Parks & Recreation

Kenneth Robb – Chairman
Carrie Noll
Edward Babyak

Public Safety

Ronald Massung – Chairman
George Dillinger
Kenneth Robb

Public Works

Charles Davis - Chairman
George Dillinger
Carrie Noll

Mr. Pasternak asked for a motion to appoint the following Delegates and Alternates

Twin Rivers COG Delegate and Alternate

David Pasternak, Delegate

Edward Babyak, Alternate

West to West Coalition Delegate and Alternate

Ina Marton, Delegate

Ronald Massung, Alternate

League of Municipalities and Pennsylvania State Assoc. of Boroughs Delegate and Alternate

Ina Marton, Delegate

Ronald Massung, Alternate

White Oak Athletic Association Board Members

David Pasternak, Kenneth Robb, Edward Babyak, Charles Davis

Library Delegate and Alternate

Ina Marton, Delegate

Kenneth Robb, Alternate

White Oak EMS Board Member

Ronald Massung

A motion was made by Mr. Babyak, seconded by Mr. Robb to accept the appointments for delegates and alternates as just outlined by Mr. Pasternak.

Motion carried unanimously.

Mayor's Report

Mrs. Marton gave the December Report:

Arrests:	13 (13 adults, 0 juvenile)
Drug Offenses	9
DUI	2
Theft and Related Offenses	2
Summary Traffic Violations	74
Total Incidents	647

Finance

Mr. Dillinger, Chairperson, was absent. In his absence Mr. Robb gave his report.

A motion was made by Mr. Robb, seconded by Mr. Davis, to accept the Check Register and Accounts Payable as of December 31, 2011

Bills

<u>Fund</u>	<u>Check No.</u>	<u>Amount</u>
General Fund	104491-104586	\$ 77,157.78
Fire Protection	0-0	\$ 0.00
Post Retirement	0-0	\$ 0.00
Super Fund	0-0	\$ 0.00
Solid Waste	600251-600257	\$ 47,327.04
Pool/Park Fund	900580-900585	\$ 1,643.28
Capital Expenditures	0-0	\$ 0.00
Capital Debt Sinking	231025	\$ 7,127.07
Liquid Fuels	350177-350179	\$ 8,896.62
Total Bills Paid		\$ 142,151.79

Accounts Payable

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 3,088.64
Fire Protection	\$ 0.00
Post Retirement Fund	\$ 0.00
Super Fund	\$ 0.00
Solid Waste	\$ 0.00
Pool Fund	\$ 21.99
Capital Projects	\$ 0.00

Capital Debt	\$	0.00
Liquid Fuels	\$	0.00
Total Accounts Payable	\$	3,110.63

Motion carried unanimously.

A motion was made by Mr. Robb, seconded by Mr. Babyak, authorizing a loan from the Capitol Project Fund in the amount of \$15,375.00 at a rate of 1% for a period of two years. Annual installments will be made in 2013 and 2014 from the General Fund to the Capitol Project Fund for the purchase of a Ford Crown Vic Police Cruiser. Total cost is \$26,375.00. The 2012 General Allocation of \$11,000.00 will be used will be used to cover the balance.

He noted this would save the Borough approximately \$1,000.00 by not going through the Ford Lease to Purchase Program as the interest rate for the program is approximately 5.5%.

Motion carried unanimously.

HEALTH, ENVIRONMENT AND CABLE

Mrs. Noll, Chairperson, noted there would be no delay in the garbage collection due to the Martin Luther King Holiday.

Mrs. Noll advised the 2012 Garbage Invoices have been mailed to the property owners. If you haven't received your 2012 invoice please contact the office.

A motion was made by Mrs. Noll, seconded by Mr. Babyak, authorizing the proper officials to satisfy municipal liens filed against:

Orlando	461-K-112	1209 ½ Monongahela	GD10-23963
List	460-S-272	3201 Capitol Street	GD11-21810
Bank of New York	461-G-314	1200 Fawcett Avenue	GD11-20728
Provins	460-S-219	3409 Quay Street	GD11-22424
Kopchinsky	461-K-108	1200 Monongahela	GD10-24566
Kopchinsky	461-K-108	1200 Monongahela	GD11-21607

The accounts are up to date.

Motion carried unanimously.

PARKS AND RECREATION

Mr. Robb, Chairperson, had nothing to report at this time.

PLANNING, ZONING AND CODE ENFORCEMENT

Mr. Babyak, Chairperson, noted there were 3 permits issues, for a total of \$72.00 in fees for the month of December. There were also 2 violation notices and 5 citations issued.

A motion was made by Mr. Babyak, seconded by Mr. Robb, giving preliminary and final approval to the subdivision consolidation plan of James E. Goring – 1729 Hill Street, pending final approval of the engineer and solicitor.

Motion carried unanimously.

PUBLIC SAFETY

Mr. Massung, Chairperson, announced the Borough is still working with the FOP to finalize a collective bargaining agreement. He noted that at the White Oak EMS Board Meeting Mark was presented with the Directors' Award.

Mr. Davis noted a long time member, Thomas Dainty, of the White Oak V.F.C. #1 just passed away.

PUBLIC WORKS

Mr. Davis, Chairperson, noted the Work Activity Report would be available for viewing during normal business hours.

TAX COLLECTOR'S REPORT

Current Real Estate

Robert Hart, Current Tax Collector, turned in \$6,603.71 on the 2011 Tax Duplicate, for the period of December 1, 2011 – December 31, 2011.

Commission due – \$67.50 (18 accounts @ \$3.75)

Assessed Value	\$337,235,488.00
Exonerations (Less)	\$ 971,430.00
Additions	\$ 959,500.00
Abatement Values	\$ 837,800.00
Adjusted Value	\$336,385,758.00
Value of statements (actual)	\$ 1,883,760.24
Act 77 Revoked @ Face	\$ 379.34
Act 77 Eligible @ Face	<u>\$ 57,146.71</u>
Corrected Value of Statements	\$ 1,826,992.87

Collected from – 12/01/11 –12/31/11	\$ 3,437.28
Discount (add)	\$ 0.00
Less Penalty (sub)	<u>\$ 312.48</u>
Total Credited to Duplicate	\$ 3,124.80

Amount Previously Collected	\$ 1,731,971.78
Collections	\$ 3,124.80
Total Collected	<u>\$ 1,741,096.58</u>
Balance to be collected	\$ 85,895.29

Delinquent/Liened Real Estate

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector, turned in \$2,998.85 in taxes and costs collected for the collection period of November 26, 2011 – December 31, 2011.

Commission due	- \$	23.06
Costs	- \$	2,050.25 (Sheriff Sales, Settle & Discontinue, Complaints, Title Search, Special Liens)
Total Due	- \$	2,073.31

Earned Income Tax Collector

Keystone Collections Group, Current Earned Income Tax Collector, turned in \$20,262.18 (current year minus costs/refunds/non-resident distributions) in current and prior year Earned Income Tax for the collection period of December 1, 2011 – December 31, 2011.

Commission due	- \$	229.48
Costs	- \$	89.39 (Postage For Refunds, Wage Card Reprints, Employer Packets)
Total Due	- \$	318.87

Keystone Collections Group, Delinquent Earned Income Tax Collector, turned \$321.55 (audited) in delinquent Earned Income Tax, including costs for the collection period of November 26, 2011 – December 31, 2011.

Commission due	- \$	0.00
Costs	- \$	0.00
Total Due	- \$	0.00

Mercantile/Business Privilege and Emergency Municipal Service Tax Collector

Keystone Collections Group, Current Act 511 Tax Collector, turned in \$575.00 in Local Service Tax for the collection period of December 1, 2011 – December 31, 2011.

Commission due	- \$	8.64
Costs	- \$	0.00
Total Due	- \$	8.64

Keystone Collections Group \$0.00 in Business Privilege and \$0.00 in Mercantile Tax collections plus costs for the collection period November 26, 2011 – December 31, 2011.

Commission due	- \$	0.00
Costs	- \$	0.00
Total Due	- \$	0.00

Keystone Collections Group, Delinquent Act 511 Tax Collector, turned in \$0.00 in delinquent Local Service Tax, \$470.26 in delinquent Business Privilege Tax, \$0.00 in delinquent Mercantile Tax for the collection period of November 26, 2011 – December 31, 2011.

Commission due	- \$	57.27
Costs	- \$	15.40
Total Due	- \$	72.67

A motion was made by Mr. Robb, seconded by Mr. Davis, to accept the Tax Collectors' Reports and pay the fees due.

Motion carried unanimously.

ENGINEER'S REPORT

Mr. Hultberg, Engineer Representative, indicated he attended the January 11 and January 16th Workshop Sessions and the firm is working on those items outlined in his report.

A motion was made by Mr. Babyak, seconded by Mr. Robb, to accept the Engineer's Report and pay Invoice 44194, dated December 16, 2011, in the amount of \$2,187.91 regarding the 2011 Road Program.

Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Leckman stated he provided the bulk of his report to Council at the Workshop meetings and he would present several resolution(s) for consideration.

A motion was made by Mr. Davis, seconded by Mr. Babyak, to accept the Solicitor's Report and pay Invoices No. WOB 290, totaling \$2,629.50, dated January 16, 2012.

Motion carried unanimously.

ANIMAL CONTROL OFFICERS' REPORTS

Mrs. Noll read the Animal Control and Wildlife Officer's Reports for the month of November 2011.

Ferree Kennels – Animal Control Officer
Report for the month of December 2011

Number of Animals Humanely Disposed Of	0
Number of Animals Turned Over to WOASH	0
Number of Dogs Returned to Owners	3
Number of Calls Answered from Residents & Municipal Offices	0
Number of Person Information Signed Against	0

Number of Citations Issued	0
Number of Claims to State for Housing	0
Monthly Fee	\$ 50.00
After Hours Calls 1	\$ 25.00
State Housing Reimbursement – 3 rd Quarter	<u>\$ 30.00</u>
Total Charges for December 2011	\$ 105.00

A motion was made by Mrs. Noll, seconded by Mr. Babyak, to accept the report and pay the fee due Ferree Kennels for services rendered in December.

Motion carried unanimously.

Dave Collura – Wildlife Control
Report for the month of December 2011

	Live Trap	Road Kill	Disposal After Hours Calls
Deer	0	5	5
Bats	0	0	
Birds/Fowl/Turkey	0	0	
Chipmunk	0	0	
Degas	0	0	
Groundhogs	1	1	
Rabbits	0	1	
Raccoons	17	9	
Opossums	3	4	
Skunks	1	0	
Squirrels	0	2	
Snakes	0	0	
Turtles	0	0	
Total Due	\$350.00	\$140.00	\$ 100.00
Grand Total:	\$590.00		

A motion was made by Mrs. Noll, seconded by Mr. Massung, to accept the Animal Control Officer's Report for the month of December.

Motion carried unanimously.

RESOLUTIONS AND ORDINANCES

Mr. Leckman read Resolution No. 3634 by short title.

**R-3634 REPRESENTATIVE AND ALTERNATE FOR SHACOG
FRANCHISING AUTHORITY BOARD (PASTERNAK/NOLL)**

A motion was made by Mr. Davis, seconded by Mr. Babyak to accept Resolution No. 3634 as just read by Mr. Leckman.

Motion carried unanimously.

Mr. Pasternak declared Resolution No. 3634 adopted.

Mr. Leckman read Resolution No. 3635 by short title.

**R-3635 REPRESENTATIVE AND ALTERNATE FOR SHACOG
JOINT RATE REVIEW BOARD (PETRO/GREENLAND)**

A motion was made by Mr. Babyak, seconded by Mr. Robb to accept Resolution No. 3635 as just read by Mr. Leckman.

Motion carried unanimously.

Mr. Pasternak declared Resolution No. 3635 adopted.

NEW BUSINESS

NONE

OLD BUSINESS

NONE

ADJOURNMENT

A motion was made by Mr. Massung, seconded by Mr. Babyak, to adjourn.

Motion carried unanimously.

Meeting adjourned at 7:39 p.m.

Date Approved

Borough Secretary