

**MINUTES OF THE REGULAR MEETING
OF WHITE OAK BOROUGH COUNCIL
HELD MONDAY, NOVEMBER 19, 2012 AT 7:30 P.M.**

CALL TO ORDER

Mr. Babyak, Vice 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, George Dillinger, Ronald Massung, Carrie Noll, and Kenneth Robb. 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 David Pasternak was absent.

MINUTES

Mr. Babyak asked if there were any additions or corrections to the following minutes submitted for approval.

Regular Meeting – September 17, 2012
Public Bid Opening – October 5, 2012 (Solid Waste and Recycling Collection)
Workshop Meeting – October 15, 2012
Regular Meeting – October 15, 2012
Workshop Meeting – November 14, 2012

There were none.

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

Motion carried unanimously.

EXECUTIVE SESSION

Mr. Leckman stated various Executive Sessions were held at which time personnel matters and pending/potential litigation issues were discussed.

PUBLIC COMMENTS

Fred Haynes – 98 Carmella Drive

Mr. Haynes noted that according to Section 1307 of the Borough Code a proposed budget must be presented 30 days before adoption. If this 30 day period is not met the Borough Secretary can be fined \$100.00.

Mr. Dillinger noted the Borough will be holding another meeting on November 27 to discuss budget issues. He indicated that with the official assessed value of the Borough not being released by the County until December 17th it has made it difficult to calculate a tax levy for 2013. The Borough will be holding a special meeting in late December to adopt the 2013 Budget.

PRESIDENT’S REPORT AND COG REPRESENTATIVE

Mr. Babyak, Vice President, gave Mr. Pasternak’s report in his absence. He noted the Borough would be hosting the next Twin Rivers COG Meeting which was rescheduled for Thursday, November 29th, at 7:00 p.m. The meeting will be held in the Municipal Building.

MAYOR’S REPORT

Mayor Marton gave the October 2012 Stat Report for the Police Department.

Arrests: 16 (10 adult/6 juvenile)

| | |
|---------------------------------|---|
| Assault | 2 |
| Criminal Mischief | 2 |
| Disorderly Conduct | 4 |
| Drug Offenses | 1 |
| DUI | 2* (1 defendant also charged with Accident Involving Unattended Vehicle or Property) |
| Public Drunkenness | 1 |
| Robbery | 1 |
| Reckless Endangering of Another | 1* (Defendant also charged with Fleeing and Attempting to Elude Police and Accident involving Unattended Vehicle or Property) |
| Theft & Related Offenses | 2 |
| Summary Traffic Violations | 67 |
| TOTAL INCIDENTS: | 684 |

FINANCE REPORT

Mr. Dillinger indicated he had one (1) motion to present and he would also make several announcements.

A motion was made by Mr. Dillinger, seconded by Mr. Massung, to accept the Check Register and Accounts Payable as of October 31, 2012.

Paid Invoices:

| <u>Fund</u> | <u>Check No.</u> | <u>Amount</u> |
|----------------------|------------------|---------------|
| General Fund | 105304-105414 | \$ 507,577.27 |
| Fire Protection | 300012&310014 | \$ 5,833.00 |
| Post Retirement | 0-0 | \$ 0.00 |
| Super Fund | 0-0 | \$ 0.00 |
| Solid Waste | 600291-600294 | \$ 50,497.45 |
| Pool/Park Fund | 900746-900760 | \$ 6,153.16 |
| Capital Expenditures | 180016-180018 | \$ 18,874.57 |
| Capital Debt Sinking | 231041-231043 | \$ 17,828.38 |
| Liquid Fuels | 350212-350217 | \$ 24,893.06 |
| Total Bills Paid | | \$ 714,939.37 |

Accounts Payable

| <u>Fund</u> | <u>Amount</u> |
|------------------------|---------------|
| General Fund | \$ 60,821.72 |
| Fire Protection | \$ 0.00 |
| Post Retirement Fund | \$ 0.00 |
| Super Fund | \$ 0.00 |
| Solid Waste | \$ 0.00 |
| Pool Fund | \$ 40.67 |
| Capital Projects | \$ 0.00 |
| Capital Debt | \$ 0.00 |
| Liquid Fuels | \$ 0.00 |
| Total Accounts Payable | \$ 60,862.39 |

Motion carried unanimously.

Mr. Dillinger again noted the Borough will be holding a budget work session on November 27. A special meeting will be scheduled for late December to adopt the 2013 budget; this is due to the reevaluation and the fact that Allegheny County will not be releasing the certified assessed value of the Borough until December 17th.

Mr. Dillinger thanked the Daily News for running an article with regards to the needs of the individuals affected by Hurricane Sandy along the New Jersey and New York coastlines. He stated the Borough would be receiving monetary (check – payable to Red Cross Sandy Fund or cash) donations from residents and businesses. If every household/business in White Oak would donate \$10.00 it would go a long way to assist those individuals affected.

HEALTH, ENVIRONMENT AND CABLE

Ms. Noll, Chairperson, announced there would be delay in the solid waste collection for the week of November 19, due to the Thursday, Thanksgiving Holiday.

A motion was made by Ms. Noll, seconded by Mr. Robb, to satisfy the following municipal liens for delinquent garbage fees.

Donkin, 1206 Rankin Road - GD10-24049
Federal National Mort. Assoc., 1006 Bennett Street – GD11-20823
Kozak, 1006 Pennsylvania Avenue – GD11-21610

The accounts have been brought up to date.

Motion carried unanimously.

A motion was made by Ms. Noll, seconded by Mr. Davis, to award the Solid Waste Collection for a period of 5 years, manual collection, weekly collection, no containers to Greenridge Waste Services, LLC – DBA Allied Waste Services of Scottsdale.

Motion carried unanimously.

A motion was made by Ms. Noll, seconded by Mr. Robb, to award the Recyclables Collection for a period of 5 years, manual collection, two (2) times per month, with containers to Twin Rivers Council of Governments.

Motion carried unanimously,

Ms. Noll announced White Oak EMS is providing flu shots tomorrow from 6 p.m. until 8 p.m. at the Municipal Building.

PARKS AND RECREATION

Mr. Robb, Chairperson, announced the Recreation Board is sponsoring a Craft Show on December 1st from 10 to 4 at the WOAA and on Sunday, December the 2nd an Evening Will Santa will begin at 6:00 p.m. at the WOAA.

PLANNING, ZONING AND CODE ENFORCEMENT

Mr. Babyak, Chairperson, noted there were 93 building/occupancy permits issued, for a total of \$5,262.00 and 2 violation notices were issued and 3 citations were issued the month of October.

PUBLIC SAFETY

Mr. Massung, Chairperson, noted if anyone had an issue with speeding to contact the Borough office. The speed board would be placed in that area.

Mr. Massung indicated the Borough is currently testing candidates for appointment to the position of Chief of Police. The candidates are current White Oak officers. Chief Hoffman is retiring at the end of the year.

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 \$5,125.89 on the 2012 Tax Duplicate, for the period of October 1, 2012 – October 31, 2012.

Commission due – \$45.00 (12 accounts @ \$3.75)

| | |
|--------------------------------------|---------------------|
| Assessed Value | \$337,188,268.00 |
| Exonerations (Less) | \$ 348,400.00 |
| Additions | \$ 40,400.00 |
| Abatement Values | \$ 465,250.00 |
| Adjusted Value | \$336,415,418.00 |
| Value of statements (actual) | \$ 1,904,111.27 |
| Act 77 Revoked @ Face | \$ 455.58 |
| Act 77 Eligible @ Face | <u>\$ 56,563.10</u> |
| Corrected Value of Statements | \$ 1,848,003.75 |
| Collected from – 10/01/12 – 10/31/12 | \$ 5,125.89 |
| Discount (add) | \$ 4.46 |
| Less Penalty (sub) | <u>\$ 437.22</u> |
| Total Credited to Duplicate | \$ 4,693.13 |

| | |
|-----------------------------|------------------------|
| Amount Previously Collected | \$ 1,718,698.27 |
| Collections | \$ 4,593.13 |
| Total Collected | <u>\$ 1,723,391.40</u> |
| Balance to be collected | \$ 124,612.35 |

Delinquent/Liened Real Estate

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector, turned in \$1,097.78 in taxes and costs collected for the collection period of September 26, 2012 – October 25, 2012.

| | |
|-----------------------|-------------------|
| Commission due | - \$ 11.64 |
| Costs | - \$ 0.00 |
| Total Due | - \$ 11.64 |

Earned Income Tax Collector

Keystone Collections Group, Current/Delinquent Earned Income Tax Collector, turned in \$56,869.74 (current/delinquent year minus costs/refunds/non-resident distributions) in current and prior year Earned Income Tax for the collection period of October 1, 2012 – October 31, 2012.

| | |
|-----------------------|--------------------|
| Commission due | - \$ 853.43 |
| Costs | - \$ 0.00 |
| Total Due | - \$ 853.04 |

Mercantile/Business Privilege and Local Service Tax Collector

Keystone Collections Group, Current Act 511 Tax Collector, turned in \$336.41 in Local Service Tax for the collection period of October 1, 2012 – October 31, 2012.

| | | |
|-----------------------|------|-------------|
| Commission due | - \$ | 6.72 |
| Costs | - \$ | 0.00 |
| Total Due | - \$ | 6.72 |

Keystone Collections Group, Current Business Privilege and Mercantile Tax Collector, turned in, \$0.00 in Business Privilege and \$0.00 in Mercantile Tax collections plus costs for the collection period September 26, 2012 – October 25, 2012.

| | | |
|-----------------------|------|-------------|
| 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, \$0.00 in delinquent Business Privilege Tax, \$0.00 in delinquent Mercantile Tax for the collection period of September 26, 2012 – October 25, 2012.

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

A motion was made by Mr. Massung, 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 last Wednesday's and this evening's Work Sessions and the firm is working on those items outlined at those sessions.

A motion was made by Mr. Davis, seconded by Mr. Massung, to accept the Engineer's Report and pay the fees due for Invoices 46722 and 46726, dated October 24, 2012 in the amounts of \$5,737.89 for MS-4 and \$4,575.60 for 2012 Road Paving Project. For a Grand Total of \$10,313.49

Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Leckman stated he presented his report to Council in the various work sessions and executive session.

A motion was made by Mr. Robb, seconded by Mr. Davis, to accept the Solicitor's Report and pay Invoices No. WOB 310, totaling \$5,521.65, dated November 19, 2012.

Motion carried unanimously.

ANIMAL CONTROL OFFICERS' REPORTS

Ms. Noll read the Animal Control and Wildlife Officer's Reports for the month of October 2012.

Ferree Kennels – Animal Control Officer
Report for the month of October 2012

| | |
|--|------------------|
| Number of Animals Humanely Disposed Of | 0 |
| Number of Animals Turned Over to WOASH | 0 |
| Number of Dogs Returned to Owners | 2 |
| Number of Calls Answered from Residents & Municipal Offices | 17 |
| Number of Person Information Signed Against | 1 |
| Number of Citations Issued | 2 |
| Number of Claims to State for Housing | 0 |
| Monthly Fee | \$ 50.00 |
| After Hours Calls 3 | \$ 75.00 |
| State Housing Reimbursement | <u>\$ 0.00</u> |
| Total Due | \$ 125.00 |

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

Motion carried unanimously.

Dave Collura – Wildlife Control
Report for the month of October 2012

| | Live Trap | Road Kill | Disposal Disposal After Hours Calls |
|-------------------|-----------|-----------|---|
| Deer | 0 | 4 | 4 |
| Bats | 2 | 0 | |
| Birds/Fowl/Turkey | 0 | 0 | |
| Cats | 0 | 0 | |
| Chipmunk | 0 | 0 | |
| Degas | 0 | 0 | |
| Groundhogs | 1 | 2 | |
| Rabbits | 0 | 2 | |
| Raccoons | 5 | 8 | |
| Opossums | 2 | 4 | |
| Skunks | 7 | 2 | |

| | | | |
|------------------------------|-----------------|-----------------|-----------------|
| Squirrels | 0 | 3 | |
| Snakes | 0 | 0 | |
| Turtles | 0 | 0 | |
| Total Due | \$350.00 | \$140.00 | \$ 80.00 |
| Grand Total: \$570.00 | | | |

A motion was made by Ms. Noll, seconded by Mr. Massung, to accept the Wildlife Officer's Report for the month of October.

Motion carried unanimously.

RESOLUTIONS AND ORDINANCES

Mr. Leckman read Resolution No. 3680 by short title for adoption.

R-3680 REAL ESTATE TAX REFUND

A motion was made by Mr. Robb, seconded by Mr. Davis, to adopt Resolution No. 3680 by short title.

Motion carried unanimously.

Mr. Babyak declared Resolution No. 3680 adopted.

NEW BUSINESS

A motion was made by Mr. Davis, seconded by Mr. Robb, to enter into a contract agreement with the Commonwealth of Pennsylvania, Department of Transportation for sidewalk maintenance for the Lincoln Way Widening Project.

Motion carried unanimously..

A motion was made by Mr. Davis, seconded by Mr. Dillinger, authorizing payment in the amount of \$68,162.99 to El Grande Industries Inc., this represents the five (5%) percent retainage on the 2012 Road Rehab Project. El Grande has filed the necessary one (1) year surety bond on the project.

Motion carried unanimously.

OLD BUSINESS

NONE

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 7:42 p.m.

Date Approved

Borough Secretary