

**MINUTES OF THE REGULAR MEETING
OF WHITE OAK BOROUGH COUNCIL
HELD MONDAY, MARCH 20, 2017 AT 8:00 P.M.**

CALL TO ORDER

Mr. Massung, President of Council, called the Regular Meeting to order at 8:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

ROLL CALL

Attending were Council members: Edward Babyak, Charles Davis, Ronald Massung, Joseph Nagy, David Pasternak and Kenneth Robb. Also attending were, Solicitor Krisha DiMascio, Engineer Michael Glister, Borough Secretary Nancy Greenland and Ass't Borough Secretary Michelle Gessner.

Mayor Ina Marton and Borough Manager John Palyo was absent.

MINUTES

Public Hearing, October 7, 2015 - Dilapidated Structures
Workshop Meeting, October 7, 2015
Workshop Meeting, October 19, 2015
Regular Meeting, October 19, 2015
Workshop Meeting, November 16, 2015
Workshop Meeting, February 15, 2016
Regular Meeting, February 15, 2016
Workshop Meeting, March 2, 2016
Workshop Meeting, March 21, 2016
Regular Meeting, March 21, 2016
Workshop Meeting, April 6, 2016
Workshop Meeting, October 5, 2016
Workshop Meeting, December 7, 2016
Workshop Meeting, January 4, 2017
Workshop Meeting, February 20, 2017
Regular Meeting, February 20, 2017
Workshop Meeting, March 1, 2017

A motion was made by Mr. Davis, seconded by Mr. Pasternak, to approve the Minutes as presented.

Motion carried unanimously.

EXECUTIVE SESSION

Mr. Boring stated an Executive Session will be held after the Regular meeting at which time personnel matters as well as potential litigation were discussed.

PUBLIC COMMENTS

PRESIDENT'S REPORT

MAYOR'S REPORT

Mayor Marton gave the February 2017 Stat Report for the Police Department.

Arrests: 12 (12 adult/0 juvenile)

Assault	1
Burglary	1
Criminal Trespass	1
Drug Offenses	4
One defendant also charged with receiving stolen property	
Escape	1
Defendant also charged with obstructing administration of law	
Public Drunkenness	1
Theft, Auto	
Defendant also charged with drug offenses	1
Theft	2
Summary Traffic Violations	49
TOTAL INCIDENTS:	699

Ms. Marton read two proclamations.

Designation April as Safe Dig Month under PA One Call 811

Support parents talking to their teens about alcohol consumption.

Ms. Marton stated she received a note thanking the officials and staff for supporting the annual Tips for Cops Event. Over \$6,400 was collected for the food bank at the event held February 28 and since its start five (5) years ago over \$25,000 has been distributed to the Sampson Mills Food Bank.

Ms. Marton indicated she received a letter from Chief Bender praising Sgt. Hetherington and Ms. McNamee for all the hard work they put into organizing the event.

FINANCE REPORT

Mr. Pasternak, Chairperson, stated he had several motions to present.

Treasurer's Report – February 2017

Fund Name	GL #	Beg Balance	Revenues	Expenditures	End Balance
General Fund-PNC	102000	1,227,443.30	261,222.19	274,962.53	1,213,845.42
-S&T	109000	352,478.02	3.29		352,481.31
-	116000	3,027.32	0.12		3,027.44
PNC(escrow)					
Fire Fund – PNC (RVFC)	100010	2,508.00		974.19	1,533.81
PNC (RVFC)	101000	142,725.30	38.22		142,763.62
PNC (WO#1)	102002	14,326.04	2.74	25.00	14,303.78
Post Retirement - PNC	100000	15,999.18	0.61		15,999.79
1 st Comm	103001	660,803.29	0.00		660,803.29
Solid Waste – PNC	102003	494,343.55	105,480.58	47,152.23	552,703.90
Pool – PNC	100008	133,864.48	0.00	16,527.55	117,336.93
Capital Projects – PNC	102004	273,714.16	10.49	964.50	272,760.15
Liquid Fuels – PNC	102005	175,762.08	6.33	37,125.51	138,642.90
Construction Fund – 1 st Comm	103000	92.27	0.00	0.00	92.27

A motion was made by Mr. Pasternak, seconded by Mr. Davis, to accept the February 2017 Treasurer's Report.

Motion carried unanimously.

A motion was made by Mr. Davis, seconded by Mr. Babyak, to approve checks register, totaling \$111,916.27 for the month of February, 2017 covering check range 201407-201508 and \$1,054.16 for February, 2017 covering check range 108802-108804.

Motion carried with Mr. Pasternak abstaining.

Mr. Pasternak indicated a check was processed reimbursing him for various expenses incurred for the Borough.

A motion was made by Mr. Pasternak, seconded by Mr. Nagy, to approve the EFT Transactions for the month of February, 2017 totaling \$162,538.19.

Motion carried unanimously.

A motion was made by Mr. Pasternak, seconded by Mr. Davis, authorizing the transfer of \$117,336.93 from the Pool Fund to the General Fund. The Pool Fund is being eliminated upon recommendation of the Borough's auditors and all revenues/expenditures were incorporated into the general fund under the 2017 Budget.

Motion carried unanimously.

Inter-fund Transfers – February 2017

From	To	Amount
Capital Projects	General Fund	360.75
Liquid Fuels	General Fund	22,765.46
Solid Waste	General Fund	46,760.43
Fire Fund (WO#1)	General Fund	0.00
Fire Fund (Rainbow	General Fund	0.00
Post Retirement	General Fund	0.00
Escrow	General Fund	0.00

A motion was made by Mr. Pasternak, seconded by Mr. Nagy, to approve the transfer between funds request for February 2017.

Motion carried unanimously.

A motion was made by Mr. Pasternak, seconded by Mr. Davis, establishing the following individuals/positions as signatories for all financial accounts held at PNC Bank, S & T Bank and First Commonwealth Bank and authorizing the proper officials to sign said Public Body Resolutions.

Authorized Positions/Signers

President of Council	Ronald Massung
Vice President of Council	Joseph Nagy
Chair of Finance	David Pasternak
Council Member	Edward Babyak
Treasurer	John Palyo

Motion carried unanimously.

A motion was made by Mr. Pasternak, seconded by Mr. Babyak, to enter into an agreement with Hudson Energy Services, LLC as the electric supply company for two (2) accounts (1386330000 and 1579721640), through May 2020. This was completed through a joint auction process with the Western Pennsylvania Energy Consortium. This is contingent upon final approval of the agreement by legal counsel.

The Borough will realize an annual savings on these two accounts of approx. \$750.00. We hope to be able to add additional accounts in the future.

Motion carried unanimously.

Mr. Pasternak noted the Land Bank held its first organization meeting and that he was elected chairperson.

Mr. Pasternak stated Steel Rivers COG will hold its annual dinner meeting on April 27th. If anyone is interested in attending they should contact the Borough Secretary.

Health & Environment

A motion was made by Mr. Nagy, seconded by Mr. Babyak, authorizing the proper officials to satisfy the following liens for delinquent garbage fees. These liens have been paid in full.

Name of Owner	Address	Lot and Block	Lien Number
MS JODY L KOTUN & MR. NICHOLAS J LEWIS	215 DOME ST.	460-K-116	GD-16-006326
JASON ANDRYKOVITCH	1134 PENNSYLVANIA AVE.	461-C-58	GD-10-23936
MR MARK V RATESIC AND MS. SUE GABRIEL	1502 OHIO AVE.	461-M-132	GD-16-002718
MS NICOLE R ROMANO	221 COOL SPRINGS RD.	463-D-297	GD-16-004559
MS. HEATHER M HURLEY	3514 FOSTER RD.	549-J-388	GD-16-002306
MS PAULETTE SUTTER	308 OLIVER DR.	551-J-304	GD-16-004492

Motion carried unanimously.

Mr. Nagy announced the annual clean-up day is set for Saturday, May 6th. Volunteers should report to the pavilion at Heritage Hill Park by 9:30 p.m.

PARKS AND RECREATION

Mr. Pasternak gave Mr. Robb's report in his absence.

Mr. Pasternak announced the following events.

The Spring Craft Show sponsored by the Recreation Board. The event will be held on Saturday, April 9 from 10 am to 4 pm at the WOAA Gym.

The Easter Egg Hunt which is also sponsored by the Recreation Board. The event is set for Saturday, April 15th at 10 am. This will be held at the pavilion at Heritage Hill Park.

He thanked the Recreation Board for their efforts in the planning of its events.

PLANNING, ZONING AND CODE ENFORCEMENT

Mr. Davis, Chairperson, noted the monthly code/permit report was available for review during normal business hours.

Mr. Davis advised there would be no Zoning Hearing Board meeting in March.

Mr. Davis commented the planning Commission will be meeting on April 6 at 8:00 p.m. Purpose of the meeting will be to review sample oil/gas drilling ordinances.

A motion was made by Mr. Davis, seconded by Mr. Babyak, to give preliminary and final approval to the Penn State Site Plan for a small addition to the main building. This additional will house a lobby/elevator shaft and will be in compliance with ADA regulations. The project has received approval of the Planning Commission.

Motion carried with Mr. Pasternak abstaining.

He noted he is on several boards at Penn State.

PUBLIC SAFETY

Mr. Babyak, Chairperson, stated the department will be holding a Neighborhood Crime Watch meeting on Wednesday at 7:00 pm. Several topics for discussion will be the recent crimes trends and how the department is handling those as well as the heroin epidemic, which is affecting municipalities.

PUBLIC WORKS

Mr. Nagy gave Mr. Bryce's report in his absence.

He noted the monthly activity report was available for review during normal business hours.

A motion was made by Mr. Nagy, seconded by Mr. Babyak, to enter into an agreement with Steel Rivers COG for street sweeping services for the year of 2017. The fee is \$85.00 per hour or \$680.00 per day.

Motion carried unanimously.

Mr. Pasternak suggested the equipment be scheduled as soon as possible as the schedule is filling-up fast.

TAX COLLECTOR'S REPORT

Current Real Estate

Lisa Pitchford, Current Tax Collector, did not submit a report at this time.

Delinquent/Liened Real Estate

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector, turned in \$24,439.22 in taxes and costs for the collection period of January 26, 2017 to February 25, 2017.

Commission due - \$ 1,049.12

Costs - \$ 0.00

Total Due - \$ 1,049.12

Earned Income Tax Collector

Current/Delinquent Earned Income Tax Collector(s), turned in \$71,815.00 in current and delinquent Earned Income Tax for the collection period of February 1, 2017 – February 28, 2017.

Commission due	- \$	1,123.92
Costs	- \$	74.80 (postage and/or costs)
TCC Annual Fee	- \$	0.00
Total Due	- \$	1,198.72

Mercantile/Business Privilege and Local Service Tax Collector

Keystone Collections Group, Current Act 511 Tax Collector, turned in \$706.73 in Local Service Tax for the collection period of February 1, 2017 – February 28, 2017.

Commission due	- \$	41.96
Costs	- \$	0.58 (postage and/or costs)
Total Due	- \$	42.54

Keystone Collections Group, Current Business Privilege and Mercantile Tax Collector, turned in \$553.45 in Business Privilege and \$924.00 in Mercantile Tax collections plus costs for the collection period July 1, 2016 – February 25, 2017.

Commission due	- \$	44.32
Costs	- \$	228.13
Total Due	- \$	272.45

Keystone Collections Group, Delinquent Act 511 Tax Collector, turned in \$3,048.66 in delinquent Business Privilege Tax and \$5.24 in delinquent Mercantile Tax for the collection period of January 26, 2017 – February 25, 2017.

Commission due	- \$	502.37
Costs	- \$	0.00
Total Due	- \$	502.37

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

Motion carried unanimously.

ENGINEER'S REPORT

Mr. Glister indicated he had presented his report to Council during the Workshop Meeting.

A motion was made by Mr. Babyak, seconded by Mr. Nagy, to accept the Engineer's Report and pay the fees due on Invoices 240389-240395, dated March 17, 2017, totaling \$2,945.75.

Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Boring noted he gave her report in workshop.

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to accept the Solicitor's Report and pay the fees due to Dodaro, Matta & Cambest for services rendered in February, Invoice #15279, dated March 17, 2017, in the amount of \$2,792.00.

Motion carried unanimously.

ANIMAL CONTROL OFFICERS' REPORTS

Mr. Nagy read Animal Control and Wildlife Officer's Reports for the month of November.

Dave Collura – Wildlife Control, February 2017

	Live Trap	Road Kill
Bats	0	0
Birds/Fowl/Turkey	0	0
Chipmunk	0	0
Groundhogs	0	0
Opossums	1	2
Rabbits	0	0
Raccoons	6	7
Skunks	2	0
Squirrels	0	0
Snakes	0	0
Turtles	0	0
Total Due	\$350.00	\$140.00

Grand Total: \$490.00

A motion was made by Mr. Nagy, seconded by Mr. Babyak, to accept the Wildlife Control officer's report for the months of February and pay the fees due of \$490.00.

Motion carried unanimously.

Gaydos-Behanna Kennel - Animal Control, February 2017

Number of Animals Humanely Disposed of	0
Number of Animals Turned over to WOASH	0

Number of Dogs Returned to Owners	1
Number of Calls Answered from Residents	0
Number of Calls Answered from Municipal Officers	2
Dead Animal Pickup	0
Number of Persons Information Signed Against	0
Number of Citations Issued	0
Number of Claims to State for Housing After Hour Call(s)	0
Monthly Fee	\$ 75.00
Total Due	\$ 75.00

A motion was made by Mr. Nagy, seconded by Mr. Davis, to accept the Animal Control officer's reports for the month of February and paying the fees due of \$75.00.

Motion carried unanimously.

RESOLUTIONS AND ORDINANCES

NONE

COMMUNICATIONS

NONE

NEW BUSINESS

NONE

OLD BUSINESS

NONE

ADJOURNMENT

Mr. Massung indicated Council would reconvene in Executive Session immediately following this meeting.

Mr. Boring noted Council would not be taking any action during the Executive Session which was called regarding potential litigation.

Public Session ended at 8:22 p.m.

A motion was made by Mr. Pasternak, seconded by Mr. Nagy, to exist the Executive Session and adjourn the public meeting.

Meeting adjourned at 8:52 p.m.

Date Approved

Borough Secretary