

**BOROUGH OF SEVEN FIELDS  
COUNCIL MEETING  
October 12, 2015**

Council President Jennifer Sikora called the meeting to order at 6:30pm in the Council Chambers of the Seven Fields Borough Municipal Office at 2200 Garden Drive, Suite 100, Seven Fields, PA 16046.

Council President Sikora began the meeting with the Pledge of Allegiance.

**ROLL CALL:**

**Present:** Council President Jennifer Sikora, Council Member Robert Messina, Council Member Dr. Trotta, Mayor Victor Giannotta, Borough Manager Thomas B. Smith, Treasurer Elaine Comunale, Attorney James Manolis, and Engineer John Balewski

Council President Sikora acknowledged Glen Beattie of Representative Metcalf's office in the audience.

**Absent:** Council Vice President Jack Oakley, Council Member Dr. Kevin Caridad

**PUBLIC PARTICIPATION:**

Diane McCauley – 820 Wellington Drive – She had three issues: 1) The traffic light on 228 at the intersection with Sunoco seems to have an extended delay during the early morning hours. Borough Manager Smith indicated that he will notify Cranberry Township regarding the delay with the traffic signal to see if there is an adjustment they can make to the timing during the morning hours. 2) She received correspondence from Quality Ambulance regarding donations. She called to inquire about the service and was informed that a donation does not necessarily guarantee they will provide service in the time of need. Dispatch is handled through the 911 operator. Borough Manager Smith indicated that the local Ambulance Service is not a service controlled by Council and there really isn't anything that can be done through Council. He noted that he did speak with Chief McCombs regarding her personal situation last month and Chief confirmed that the response time she experienced was the average response time. While she may not find it acceptable, 9-11 minutes is the average response time. 3) She asked Council what type of business is going into the old pizza shop. Borough Manager Smith stated that an insurance company will be opening in the old pizza shop.

Council Member Dr. Trotta stated the infield at the baseball field at Town Park is in bad shape and needs addressed.

Charles Volman – 102 Sycamore Drive – He asked for clarification on the "building checks of vacant building" as noted on the police report. Borough Manager Smith indicated that this is a service provided by the Police Department for home owners when they are out of town and their home is vacant. Mr. Volman was not aware of this service and asked that it be noted in an upcoming newsletter.

Council President Sikora asked if there is anything that can be done regarding the jake-brake sounds between the hours of 5:30-7:30am. Borough Manager Smith indicated that he will discuss this with Chief McCombs to determine options.

**APPROVAL OF September 14, 2015 COUNCIL MINUTES**

After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council accepted the Minutes of the September 14, 2015 meeting, as submitted.

**MAYOR'S REPORT**

Mayor Giannotta reported that there is not much new to report. There was a nice article in the Butler Eagle regarding the new electronic ticketing system that should allow for a quicker process when issuing a ticket.

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**TREASURER'S REPORT**

Treasurer Comunale referred Council Members to the Accounts Payable List dated October 8, 2015. After review and upon motion of Council President Sikora and a second by Council Member Messina, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the Accounts Payable List dated October 8, 2015.

**Fund Balances as of October 12, 2015**

General Fund	\$1,474,465
Capital Reserve	\$ 141
Road Fund	\$ 131,928
Liquid Fuels	\$ 341,411
CD Program	\$ ----
Sinking Fund	\$ 2,961
<b>TOTAL</b>	<b>\$1,950,906</b>

**LEGAL ISSUES**

Attorney Manolis had no issues for review but reminded Council there is a public hearing scheduled for Monday, October 26, 2015 at 6:00pm regarding the zoning ordinance.

**PLANNING ISSUES**

Engineer Balewski had no issues for review or discussion.

**BOROUGH MANAGER'S REPORT**

**2016 Borough-Observed Holidays**

After review and upon motion of Council President Sikora and a second by Council Member Messina, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the 2016 Borough-Observed Holidays as presented.

**Resolution 2015-19 Volunteer Fire Relief Association State Aid**

Borough Manager Smith asked Council to review Resolution 2015-19 that outlines payment from the Commonwealth of Pennsylvania, Office of the Auditor General in the amount of \$22,859.01. The Borough issued a check to the Adams Area Fire District for \$22,859.01 for the 2015 Fire State Aid.

After review and upon motion of Council President Sikora and a second by Council Member Messina, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved Resolution 2015-19, Volunteer Fire Relief Association State Aid payment to the Adams Area Fire District in the amount of \$22,859.01.

**Resolution 2015-20 General Municipal Pension System State Aid**

Borough Manager Smith asked Council to review Resolution 2015-20 that outlines payment from the Commonwealth of Pennsylvania, Office of the Auditor General in the amount of \$19,604.17 to help defray the 2015 costs associated with the Borough of Seven Fields Non-Uniformed Pension Plan. The Borough's portion of the General Municipal Pension State Aid is \$10,748.83 and will be issued by December 31, 2015.

After review and upon motion of Council President Sikora and a second by Council Member Messina the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved Resolution 2015-20, General Municipal Pension System State Aid payment in the amount of \$10,748.83.

**2015 Seven Fields 3<sup>rd</sup> Quarter Budget Analysis**

Borough Manager Smith shared the 2015 3<sup>rd</sup> quarter budget analysis with Council for review.

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**2015 Seven Fields Town Park Pool Analysis**

Borough Manager Smith shared the 2015 Seven Fields Town Park Pool analysis with Council for review.

**2016 Seven Fields Liquid Fuels Allocation (Estimated)**

Borough Manager Smith reported the 2016 Liquid Fuels allocation is estimated at \$79,466.51.

**2016 Health Insurance Renewal Rates**

Borough Manager Smith asked Council to review the cost estimate provided by Municipal Benefits Services indicating a 3.0% increase in premium rates. The program offers the option for individuals to choose between Highmark BC/BS PPO and UPMC at the same rate.

After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the 2016 Medical Program Renewal through Municipal Benefits Services as presented.

**2015 Seven Fields External Audit**

Borough Manager Smith shared with Council the bid spreadsheet outlining the bids from three vendors to conduct the external audit for year-end 2015. Hosack, Specht, Muetzel & Wood, LLP bid \$4,275.00; Mark C. Turnley, CPA bid \$5,800.00 and Maher Duessel, CPA bid \$6,000.00

Recognizing the long-standing service without incident from Hosack, Specht, Muetzel & Wood, LLP, along with their submission of the lowest bid, Borough Manager Smith indicated the Borough will maintain the external auditing services from Hosack, Specht, Muetzel & Wood, LLP.

**Evans City/Seven Fields Regional Police Department 2016 Budget**

Borough Manager Smith asked Council to review the proposed 2016 Budget for the Evans City/Seven Fields Regional Police Department.

**Seven Fields Public Works**

Borough Manager Smith shared with Council the resignation letter as submitted by Eddie Brown effective October 16, 2015. Eddie's wife has been offered a promotion which requires a move out of the area. While we are sad to lose Eddie as a member of the Public Works team, we are happy for him and his family and wish him the best.

After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the resignation of Eddie Brown from the Seven Fields Borough Public Works Department effective October 16, 2015.

**Seven Fields Planning Commission**

Borough Manager Smith shared with Council the resignation letter as submitted by Marc Winters effective September 24, 2015. Marc has had a dramatic increase in his work load which involves increased out-of-state travel thus limiting his time to serve on the Planning Commission.

After review and upon motion of Council President Sikora and a second by Council Member Messina, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the resignation of Marc Winters from the Seven Fields Planning Commission effective September 24, 2015.

Borough Manager Smith shared with Council a letter of interest and CV from Deborah R. Erbstein, Esquire expressing her interest and qualifications in filling the vacancy on the Planning Commission. Attorney Erbstein is currently a member of the Seven Fields Zoning Hearing Board.

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After review and upon motion of Council President Sikora and a second by Council Member Messina, the following resolution was unanimously adopted:

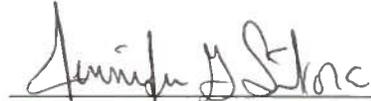
**RESOLVED:** Borough Council approved the appointment of Deborah R. Erbstein, Esquire to the Seven Fields Planning Commission effective immediately through December 31, 2015.

Council President Sikora moved to adjourn to Executive Session to discuss legal, personnel and contractual issues. The motion was seconded by Council Member Dr. Trotta and the meeting adjourned at 7:02pm.

- MEETING ADJOURNED -



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Borough Manager

  
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Council President

October 26, 2015  
Date Approved