BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
January 12, 2015

Council President Jennifer Sikora called the meeting to order at 6:30 pm 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 Vice President Jack Oakley, Council Member Robert Messina, Council Member Dr. Kevin Caridad, Council Member Dr. Michael Trotta, Mayor Victor Giannotta, Borough Treasurer Elaine Comunale, Borough Manager Thomas B. Smith, Attorney James Manolis, Engineer John Balewski

PUBLIC PARTICIPATION:
Council Member Dr. Michael Trotta wanted to comment that he has seen an increase in police presence and is pleased. He thanked everyone who was involved on the Commission or had a role in the development and implementation of the Evans City/Seven Fields Regional Police Department.

Council Member Robert Messina also wanted to share that he too has seen the increase in police presence and is quite pleased.

Council President Jennifer Sikora shared that she has received comments from residents indicating satisfaction with the increase in the police presence. She also received a specific comment related to a bus stop being monitored and the residents were truly pleased to see that happening.

APPROVAL OF DECEMBER 8, 2014 COUNCIL MINUTES
After review and upon motion of Council Member Dr. Trotta and a second by Council President Sikora, the following resolution was unanimously adopted:

> **RESOLVED**: Borough Council accepted the Borough Council Minutes of the December 8, 2014 meeting, as submitted.

MAYOR'S REPORT
Mayor Giannotta apologized for not being able to attend the Swearing-In Ceremony for the Evans City/Seven Fields Regional Police Department due to scheduling conflicts. He reported the December police report was a typical report. There were 48 calls and only 1 citation written.

TREASURER'S REPORT
Treasurer Comunale referred Council Members to the Accounts Payable List dated January 7, 2015. 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 Accounts Payable List, dated January 7, 2015.

Fund Balances as of January 12, 2015

General Fund	$1,108,965
Capital Reserve	$ 8,225
Road Fund	$ 131,731
Liquid Fuels	$ 271,062
CD Program	$ -----
Sinking Fund	$ 2,961
TOTAL	**$1,522,944**

LEGAL ISSUES
Attorney Manolis had no issues for review or discussion.

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PLANNING ISSUES
Engineer Balewski reported that the paving bid will be published this month and bids will be available at the next Council Meeting.

BOROUGH MANAGER'S REPORT
Borough Manager Smith gave the following report:

Resolution 2015-1 (Borough Manager/Secretary/Zoning Officer)
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 Resolution 2015-1, reappointment of Thomas B. Smith as the Borough Manager/Secretary/Zoning Officer.

Resolution 2015-2 (Treasurer)
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 2015-2, reappointment of Elaine Comunale as the Borough Treasurer.

Resolution 2015-3 (Solicitor)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-3, reappointment of James Manolis of Verterano & Manolis, as the Borough Solicitor.

Resolution 2015-4 (Borough Engineer)
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 2015-4, reappointment of Chester Engineers as the Borough Engineer.

Resolution 2015-5 (Borough Traffic Engineer)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-5, reappointment of Herbert, Rowland & Grubic, Inc. (HRG) as the Borough Traffic Engineer.

Resolution 2015-6 (Residential Building Inspector)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-6, reappointment of Middle Department Inspection Agency (MDIA) as the Residential Building Inspector.

Resolution 2015-7 (Commercial Building Inspector)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-7, reappointment of Middle Department Inspection Agency (MDIA) as the Commercial Building Inspector.

Resolution 2015-8 (Tax Collector Commission)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-8, establishing the commission rate of $3.00 per card for Patty Hohman, the Borough's Local Tax Collector.

Resolution 2015-9 (Depository Accounts)
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 Resolution 2015-9, appointing Charleroi Federal Savings Bank and First National Bank as the depository account holders for the Borough's accounts.

Resolution 2015-10 (Official Newspaper/Legal Ads)
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 2015-10, reappointment of the Butler Eagle as the official newspaper for the Borough for the purpose of all legal notifications.

Resolution 2015-11 (Assistant Secretary)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-11, reappointment of David Kruse as the Assistant Borough Secretary.

Resolution 2015-12 (Tax Collector Fees)
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

> **RESOLVED:** Borough Council approved Resolution 2015-12, establishing the fee schedule for the local tax collector: Tax Certifications $25.00, Rush Fee (within 5 days) $35.00, Duplicate Bill $5.00, NSF Fee $25.00.

2014 4th Quarter Budget Analysis
Borough Manager Smith reviewed the 2014 4th quarter budget analysis with the members of Council.

Seven Fields Zoning Manual Update
After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution was adopted.

RESOLVED: Borough Council approved the proposal from EDP, LLC to update the Borough Zoning Manual in the amount of $24,611.00.

Seven Fields Public Works Garage Doors
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution carried unanimously.

> **RESOLVED:** Borough Council approved the estimate in the amount of $3,400.00 from Gerald L. Giel Garage Doors for the installation of two new garage doors for the Public Works Department Garage.

Northridge Park Playground Rubberized Fall Safety Surface
After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution carried unanimously.

RESOLVED: Borough Council approved the estimate of $55,825.00 provided by Jeffrey Associates for the installation of rubberized fall safety surface at the Northridge Park Playground.

Seven Fields "No Soliciting List"
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution carried unanimously.

RESOLVED: Borough Council approved a "No Soliciting List" to be offered for residents to sign-up and then would be distributed to solicitors when issued a permit.

2015 Seven Fields Community Carnival
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was adopted.

RESOLVED: Borough Council approved the 2015 Seven Fields Community Carnival to be held September 2-5, 2015 by Bartlebaugh Amusements.

2014 Seven Fields External Audit
After review and upon motion of Council President Sikora and a second by Council Member Dr. Trotta, the following resolution was adopted.

RESOLVED: Borough Council approved the estimate of $4,125.00 from Hosack, Specht, Muetzel & Wood, LLP to conduct the 2014 external audit.

2014 Seven Fields Decorative Crosswalks
After review and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was adopted by a vote of 3-2 with Council Members Messina and Dr. Caridad opposing.

RESOLVED: Borough Council approved payment for one (1) decorative crosswalk in the amount of $14,507.13 installed by the Borough Public Works Department.

Seven Fields Borough Building FOB System
After review and upon motion of Council President Sikora and a second by Council Member Dr. Caridad, the following resolution was adopted.

RESOLVED: Borough Council approved the estimate in the amount of $2,320.00 from Reliable Security Systems, Inc. for the installation of a key-card (FOB) access system to the Municipal Building to be used by Borough Staff and the Evans City/Seven Fields Regional Police Department. The cost will be shared evenly between the Borough and the Police Department.

EXECUTIVE SESSION

It was moved by Council President Sikora to move to Executive Session at 7:25pm to discuss personnel matters. Seconded by Council Vice President Oakley, the motion carried.

Seven Fields Public Works Hiring
After review and upon motion of Council Vice President Oakley and a second by Council Member Dr. Trotta, the following resolution was adopted.

RESOLVED: Borough Council approved the advertisement for a full-time Public Works Skilled Laborer position.

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It was moved by Council President Sikora to adjourn Executive Session. Seconded by Council Member Messina, the motion carried.

- MEETING ADJOURNED -

Borough Manager

Council President

2.9.15
Date Approved