

**BOROUGH OF SEVEN FIELDS  
COUNCIL MEETING  
January 11, 2016**

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 Vice President Jack Oakley, Council Member Dawn Servello, Treasurer Elaine Comunale, Borough Manager Thomas B. Smith, Attorney James Manolis, and Engineer John Balewski

**Absent:** Mayor Victor Giannotta, Council Member Dr. Kevin Caridad, Council Member Dr. Michael Trotta

**PUBLIC PARTICIPATION:**

Marien Evans – 239 Sycamore Drive—She asked Council how many beaver were killed in the recent trapping episode in the Borough. Borough Manager Smith indicated 3 were killed and they are waiting to see if they got the adult male and female and if the young ones will move on or not. If they rebuild the damn or the den then they know they were not successful.

Marien Evans asked if the trappers are brought back into the Borough, could she be notified in advance so she could notify residents to avoid any potential issues. Borough Manager Smith said he would let her know in advance.

Council President Jennifer Sikora introduced David Baird who was in attendance after having met with Council members as the applicant for the Borough's Emergency Management Coordinator position. He has a background in police, fire and safety. She thanked him for his interest and welcomed him to the meeting.

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

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 accepted the Minutes of December 14, 2015, as submitted.

**APPROVAL OF January 4, 2016 COUNCIL MINUTES**

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 accepted the Minutes of January 4, 2016, as submitted.

**MAYOR'S REPORT**

In the Mayor's absence, Borough Manager Smith directed Council to review the December police report and stated if they had any questions to ask now or send him an email.

Council Vice President Oakley asked for the total number of incidents for the Borough.

Borough Manager Smith reported that he will check with Chief McCombs and report back to Council.

**TREASURER'S REPORT**

Treasurer Comunale referred Council Members to the Accounts Payable List dated January 8, 2016. 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 the Accounts Payable List dated January 8, 2016.

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**Fund Balances as of January 11, 2016**

General Fund	\$1,312,611
Capital Reserve	\$ 142
Road Fund	\$ 131,995
Liquid Fuels	\$ 341,584
CD Program	\$ ----
Sinking Fund	\$ 2,961
<b>TOTAL</b>	<b>\$1,789,292</b>

**LEGAL ISSUES**

Attorney Manolis had no issues for review or discussion.

**PLANNING ISSUES**

Engineer Balewski referred Council to the letter he wrote addressing the concerns of the residents who live along Franklin Road that had attended the December meeting. Based on his findings he feels it is pretty clear that the situation is not a Borough problem/issue. The situation should be addressed by PennDOT or Cranberry Township.

Council President Jennifer Sikora thanked Engineer Balewski for his investigation and reporting efforts.

Engineer Balewski stated that it will be helpful to maintain the report and the photos should issues arise over the next 5 years.

**BOROUGH MANAGER'S REPORT**

**2016 Seven Fields Road Resurfacing Program**

Borough Manager Smith asked Council to give permission to John Balewski, Borough Engineer, to create a legal ad for the 2016 Seven Fields Road Resurfacing Program. After brief discussion and upon motion of Council President Sikora and a second by Council Vice President Oakley, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council authorized John Balewski, Borough Engineer, to create a legal ad for the 2016 Seven Fields Road Resurfacing Program.

**Legal Ad, Ordinance #87 (Engine Brake Retarder)**

Borough Manager Smith directed Council to the legal ad and Ordinance #87 for review and approval. He reported that Chief McCombs provided the language for the Ordinance as required by the state. 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 the legal ad regarding Ordinance #87 (Engine Brake Retarder) which will be considered for adoption at the February 8, 2016 Council Meeting.

**2016 Seven Fields Town Park Playground Fall Safety Surface Phase I**

Borough Manager Smith directed Council to a quote provided by Jeffrey Associates for Phase I of playground resurfacing at the Town Park Playground in the amount of \$43,095.00. This quote does not include the mulch removal and stone base preparation which is to be completed by the Borough. After review and upon motion of Council President Sikora and a second by Council Vice President Jack Oakley, the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the quote from Jeffrey Associates for Phase I of playground resurfacing not to exceed \$43,095.00.

**2016 Seven Fields Beer/Wine Fest & 2016 Seven Fields Community Carnival**

Borough Manager Smith reported that he is working with Penn Brewery to establish a brewfest here in the Borough and would like to send invitation letters out by Wednesday of this week. In addition, he met with Sandy from BobFM along with Steve Rohan to discuss their assistance with promotion of both the brewfest and the community carnival. Sandy was at the meeting and gave a brief report about BobFM and how they

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could assist with promoting both events at a discounted price. 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 the cost estimate from BobFM in the amount of \$5,130.00 as presented.

**Seven Fields Water Company Leak Detection Equipment Purchase**

Borough Manager Smith referred Council to a cost proposal from L/B Water Service, Inc. for the purchase of leak detection equipment. After review and upon motion of Council President Sikora and a second by Council Member Dawn Servello the following resolution was unanimously adopted:

**RESOLVED:** Borough Council approved the proposal from L/B Water Service Inc. in the amount of \$3,950.00 as presented.

**2016 Seven Fields & Cranberry Township Traffic Signal Maintenance Agreement**

Borough Manager Smith referred Council to the 2016 traffic signal maintenance agreement with Cranberry Township. 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 the traffic signal maintenance agreement with Cranberry Township in the amount of \$7,750.00.

**Seven Fields Emergency Management Coordinator**

Borough Manager Smith referred Council to the letter of interest from David Baird in regards to the Emergency Management Coordinator position. Borough Manager Smith asked Council to consider appointment of David Baird as the Emergency Management Coordinator with a \$1,200 annual stipend as part of this position. 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 the appointment of David Baird to the Seven Fields Emergency Management Coordinator position providing a \$1,200 annual stipend.

Borough Manager Smith requested executive session to discuss a potential legal matter and the recent Zoning Hearing and matters related to the hearing. Council President Sikora moved to adjourn to Executive Session as requested. The motion was seconded by Council Vice President Oakley and the meeting adjourned at 7:10m.

- MEETING ADJOURNED -



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Borough Manager



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Council President

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Date Approved