

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

Council President Jennifer Sikora called the meeting to order at 6:35pm in the Council Chambers of the Seven Fields Borough Municipal Office at 2200 Garden Drive, 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 Dr. Kevin Caridad, Council Member Dr. Michael Trotta, Council Member Dawn Servello, Borough Manager Thomas B. Smith, Treasurer Elaine Comunale, Mayor Victor Giannotta, Attorney James Manolis, and Engineer John Balewski

**PUBLIC PARTICIPATION:**

Bill Weaver of 416 Brookside Court – He stated that he was not sure if his issues should be addressed by Council or by his HOA. He wanted to know who is responsible for the boulders in the circle area. He wanted to know if the turning radius was investigated prior to installation as the trucks from Vogel have difficulty navigating the area and often hit and/or move the boulders.

Council President Sikora indicated that this is an issue for his HOA to address.

He also wanted to know who is responsible for re-seeding the area between 414 & 420 Brookside Court where the large pine tree was removed. It's currently soil only and rough looking.

Borough Manager Smith indicated that this is the responsibility of the homeowner.

Mr. Weaver's last issue was related to the area behind his home going towards the 300 and 400 buildings of Northpointe Circle. He reported that the lawn care company cuts the grass to a certain point and then doesn't cut the area as you get closer to the businesses. He said the area is very overgrown with high grass and has a lot of weeds. He would like to know who is responsible for cutting this area.

Borough Manager Smith asked him to send photos of the area he is referring to and he will investigate to determine if it is Borough property.

Carol Vollman – 102 Sycamore Drive – She reported that there was a red truck and a gray car parked at the Nature Preserve all day and over-night on Saturday and Sunday. She had hoped that the police would have addressed this.

Council President Sikora asked Mrs. Vollman to call 911 to report such incidents in the future.

**APPROVAL OF June 13, 2016 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 Minutes of June 13, 2016 as submitted.

**MAYOR'S REPORT**

Mayor Giannotta referred everyone to the June police report indicating 126 incidents for the month in the Borough. The majority are traffic violations which is what the community wanted to have addressed.

Mayor Giannotta gave a "shout out" to Officer Alex Mills. The Mayor and his wife were recently in a bad accident and Officer Mills was on the scene within 3 minutes and helped him and his wife. The Mayor reported that Officer Mills was very helpful and professional throughout the incident and should be commended for his efforts.

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**TREASURER'S REPORT**

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

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

General Fund	\$1,359,416
Capital Reserve	\$ 150
Road Fund	\$ 132,188
Liquid Fuels	\$ 307,405
CD Program	\$ ----
Sinking Fund	\$ 2,961
<b>TOTAL</b>	<b>\$1,802,120</b>

Bond Liability	\$1,340,000
Available for Operating and/or Capital Expenses	\$1,144,634

**LEGAL ISSUES**

Attorney Manolis had no issues for review or discussion.

**PLANNING ISSUES**

Engineer Balewski had no issues for review or discussion.

**BOROUGH MANAGER'S REPORT**

**2016 Seven Fields Towne Park Pool Staff**

Borough Manager Smith reported that we have 3 additional new lifeguards for the 2016 season. 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 approved the hiring of Mia Gerthoffer, Henry Sacchini and Alina Taylor as lifeguards for the 2016 season.

Borough Manager Smith reported that we have 2 applicants for concession stand staff. After brief discussion and upon motion of Council President Sikora and a second by Council Vice President Oakley, with Council Member Servello abstaining because one of the applicants is her daughter, the following resolution was adopted:

**RESOLVED:** Borough Council approved the hiring of Kenzie McCombs and Sydney Servello as concession stand staff for the 2016 season.

**2016 Seven Fields Towne Park Pool Manager**

Borough Manager Smith referred Council to the employment application for Ashley Genova for the position of Towne Park Pool Manager. After brief discussion 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 hiring of Ashley Genova as the Towne Park Pool Manager for the 2016 season at the rate of \$15.00 per hour.

**Seven Fields Community Center (HVAC/Furnace Replacement)**

Borough Manager Smith referred Council to the spreadsheet outlining the cost estimates to replace the HVAC/Furnace in the Community Center, and relocating it from the attic to improve efficiency.

Borough Manager Smith reported that in the interim, a "window unit" has been installed in the Community Center and is working efficiently to cool the facility.

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There was discussion regarding the cost of the HVAC/Furnace replacement and the floor replacement costs over the past few years along with the possibility of building a new building.

Council Vice President Oakley requested a survey be done to collect information from the community on what they would like to have in a Community Center. Does the community want a banquet room, a meeting room, etc. He also acknowledged that it will take a significant amount of time for zoning approval and the actual construction of a new building.

Council President Sikora asked for a report of revenue generated by the use/renting of the Community Center over the past 3-5 years. Bookkeeper, David Kruse, will generate a report as requested.

Borough Manager Smith stated that we can budget for the HVAC/Furnace replacement in 2017 with the estimate from the lowest bidder, Albert's Inc.

It was decided to table this item until additional information could be gathered.

**2<sup>nd</sup> Quarter 2016 General Fund Budget Analysis**

Borough Manager Smith reviewed the General Fund numbers with Council. He noted the newsletter advertising has increased by nearly \$2,600 from last year and thanked Cheri Hill for her efforts with the newsletter. The General Fund expenses are down \$16,300 and the General Fund ended the first half of the year with a \$217,341 surplus.

**2<sup>nd</sup> Quarter 2016 Water Fund Budget Analysis**

Borough Manager Smith reviewed the Water Fund numbers with Council. He is pleased with the results of the 2<sup>nd</sup> quarter. The total revenues for the Water Fund are up \$65,000. The Water Fund ended the first half of the year with a \$126,004 surplus.

**Seven Fields Act 13 Marcellus Shale Payment**

Borough Manager Smith reported to Council that payment in the amount of \$15,206.96 was received for the Seven Fields share of the 2016 Act 13 Marcellus Shale. This is a decrease of \$1,623.10 from last year's payment.

Borough Manager Smith indicated there is a need for an Executive Session to discuss the Seven Fields Public Works Department.

Council President Sikora moved to adjourn to Executive Session. The motion was seconded by Council Vice President Oakley and the meeting adjourned at 7:05pm.

**EXECUTIVE SESSION:**

**Seven Fields Public Works Department**

After brief discussion 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 affirmed a two (2) day suspension without pay and up to six (6) job coaching/counseling sessions for Brett Cole, Seven Fields Public Works Supervisor.

Council President Sikora moved to adjourn Executive Session. The motion was seconded by Council Vice President Oakley and the meeting adjourned at 7:45pm.

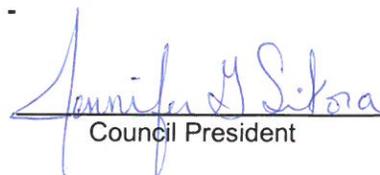
- Meeting Adjourned -



Borough Manager

Aug. 8, 2016

Date Approved



Council President