

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
August 12, 2019**

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, Seven Fields, PA 16046.

ROLL CALL:

Present: Council President Jennifer Sikora, Council Vice President Dawn Servello, Council Member Kim Regan-Koch, Council Member Brian Trimble, Treasurer Elaine Communale, Manager Thomas B. Smith, Solicitor Megan Turnbull, Esq., Engineer John Balewski, P.E.

Absent: Council Member Kevin Caridad, Ph. D., Mayor Michael Baer

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

PUBLIC PARTICIPATION: NONE

APPROVAL OF COUNCIL MINUTES FOR JULY 8, 2019

After review and upon a motion made by Council Member Trimble and a second by Council Vice-President Servello, the following resolution was unanimously adopted:

RESOLVED: Borough Council approved the minutes of the July 8, 2019 meeting as presented.

MAYOR'S REPORT

Mayor Baer presented the July police report and noted that there were 130 incidents in Seven Fields for the time period of July 1st through July 31st, with roughly 60 of those being traffic-related.

TREASURER'S REPORT

Treasurer Communale referred Council to the Accounts Payable List for July 2019. The grand total of the payables is \$449,099.33. After review and upon motion of Council President Sikora and a second by Council Member Trimble, the following resolution was unanimously adopted:

RESOLVED: Borough Council approved the Accounts Payable List for July 2019.

Treasurer Communale noted that the General Fund is \$1,373,710, the Total Capital Reserve Fund is \$852, and the Road Fund, Liquid Fuels and Sinking Fund total \$490,051.

Fund Balances as of August 12, 2019

General Fund	\$1,373,710
Capital Reserve	\$ 852
Road Fund	\$ 135,486
Liquid Fuels	\$ 351,604
CD Program	\$ ----
Sinking Fund	\$ 2,961
TOTAL	\$ 1,864,612

Bond Liability	\$890,000
Available for Operating and/or Capital Expenses	\$1,159,382

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
August 12, 2019**

LEGAL ISSUES: Solicitor Turnbull indicated that she would be discussing a pending litigation matter during Executive Session.

PLANNING ISSUES

2019 Seven Fields Road Resurfacing Payment

Engineer Balewski presented Council with a change order in the amount of \$3,678.72 pertaining to the installation and correction of the speed plateaus within the Borough. Upon a motion made by Council President Sikora and a second from Council Vice-President Servello, the following was unanimously adopted:

RESOLVED: Borough Council approved the change order in the amount of \$3,678.72 for installation and correction of speed plateaus in the Borough be paid to Youngblood Paving.

Engineer Balewski then presented Council with the final payment due to Youngblood Paving in the amount of \$27,131.91. Upon a motion made by Council President Sikora and a second from Council Member Trimble, the following was unanimously adopted:

RESOLVED: Borough Council approved the final payment of \$27,131.91 to be paid to Youngblood Paving.

2019 Borough Building Metal Roof Payment

Engineer Balewski requested a partial payment be made to Burns and Scalo Roofing in the amount of \$44,833.90. Upon a motion made by Council President Sikora and a second from Council Member Trimble, the following was unanimously adopted:

RESOLVED: Borough Council approved a partial payment of \$44,833.90 be paid to Burns and Scalo Roofing.

BOROUGH MANAGER'S REPORT

2019 2nd Quarter Budget Analysis

Manager Smith reported on the 2019 first half General and Water Fund balances. The General Fund ended the first half of 2019 with a \$201,401 surplus and the Water Fund ended the first half of 2019 with a \$116,624 surplus.

2019 Seven Fields Community Carnival Comparison

Manager Smith referred Council to the 2018-2019 Community Days Comparison sheet. Carnival donations were down \$552 from 2018. The Borough increased advertising this year, as well as adding more stages, tents, and security for the Carnival. Expenses for the 2019 Carnival totaled \$21,942.94, as opposed to last year's total of \$20,977.21.

2nd Annual Seven Fields Beer & Wine Fest Comparison

Manager Smith referred Council to the 2nd Annual Seven Fields Beer & Wine Fest Comparison sheet. Attendance was up this year and ticket sales reflected that with an increase in ticket sale revenue of \$378. The Borough was also able to decrease overall expenses for the 2019 Beer & Wine Fest, resulting in a deficit of \$689.67 as opposed to the 2018 deficit of \$1,716.52.

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
August 12, 2019**

Seven Fields Lease Agreement – 2nd Floor Borough Office Space

Manager Smith advised Council that Joseph A. Wuenschell, CPA has signed a two-year lease agreement for the two vacant office spaces on the second floor of the Borough Building beginning November 1, 2019. Mr. Wuenschell is willing to sign a two-year option with 3% annual increases. The monthly rental rate for both offices will be \$800 per month. Upon a motion made by Council President Sikora and second from Council Member Regan-Koch the following was unanimously adopted:

RESOLVED: Borough Council approved the two-year lease agreement between Seven Fields Borough and Joseph A. Wuenschell, CPA effective November 1, 2019.

2019-20 SHACOG Road Salt Agreement

Manager Smith reported to Council that the SHACOG Road Salt price will be \$82.24 per ton for the 2019-20 season. After a brief discussion and upon a motion made by Council President Sikora and a second from Council Vice-President Servello, the following resolution was unanimously adopted:

RESOLVED: Borough Council accepted the SHACOG Road salt price of \$82.24 per ton as presented.

Seven Fields Town Park Baseball Field – Pittsburgh Power Agreement

Manager Smith advised Council that the Pittsburgh Power Softball Club would like to enter into another three-year agreement with the Borough to use the Seven Fields Baseball Field. They proposed the following annual fees: 2020 - \$3,000; 2021 - \$3,100; 2022 - \$3,200. Upon a motion made by Council President Sikora and a second from Council Member Trimble, the following was unanimously adopted:

RESOLVED: Borough Council approved the three-year agreement between Seven Fields Borough and the Pittsburgh Power Softball Club for the use of the Seven Fields Baseball Field through 2023.

Disposition of Borough Property – Files & Office Equipment

Manager Smith advised that Borough Office staff will be reorganizing and purging all closets and the file room in the Borough Office beginning in September. Manager Smith requested the Council's approval to dispose of various seasonal decorations and supplies, outdated and broken office equipment and electronics, as well as expired files. After a brief discussion and upon a motion made by Council President Sikora and a second from Council Member Trimble, the following was unanimously adopted:

RESOLVED: Borough Council approved the disposition of Borough Property during reorganization of file room and closets in the Borough Office in September 2019.

Legal Ad Ordinance #64 (Water Rates, Regulations, Fire Suppression)

Manager Smith requested Council's approval to publish a legal ad in the Butler Eagle advising that Ordinance #64 (Water Rates, Regulations, Fire Suppression) will be amended to include fire suppression requirements in all new builds in the Borough of Seven Fields. Manager Smith advised Council that the amended ordinance will closely mirror the ordinance already adopted by Cranberry Township. Upon a motion made by Council President Sikora and a second from Council Member Regan-Koch, the following was unanimously adopted:

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
August 12, 2019**

RESOLVED: Borough Council approved the publication of a legal ad in the Butler Eagle advising that Ordinance #64 will be amended to include fire suppression requirements in all new builds in the Borough of Seven Fields.

2018 PA DEP Municipal Recycling program Performance Grant

Manager Smith requested Council's approval of the Borough's application to and participation in the 2018 PA DEP Municipal Recycling Program Performance Grant. The Borough received a grant in the amount of \$4,382 for its participation in the program last year. Manager Smith advised that these are discretionary funds and participation is voluntary. After a brief discussion and upon a motion made by Council President Sikora and a second from Council Member Trimble the following was unanimously adopted:

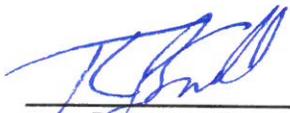
RESOLVED: Borough Council approved the Borough's application to and participation in the 2018 PA DEP Municipal Recycling Program Performance Grant.

Upon a motion by Council President Sikora and a second by Council Member Trimble the meeting was adjourned to Executive Session at 6:30 p.m.

EXECUTIVE SESSION

Upon a motion made by Council President Sikora and a second from Council member Brian Trimble, Borough Council unanimously approved the decision to enter into a Legal Agreement with Earl & Nancy Morris of 261 Cumberland Drive that will indemnify the Borough of Seven Fields of future liability after the Seven Fields Public Works Department performs grading work on their property that was recommended and approved by Borough Engineer Balewski.

Council President Sikora moved to adjourn the meeting. The motion was seconded by Council Vice-President Servello and the meeting was adjourned at 6:58 p.m.



Borough Manager



Date Approved

- Meeting Adjourned -



Council President