

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
September 9, 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, Council Member Kevin Caridad, Ph. D., Treasurer Elaine Communale, Manager Thomas B. Smith, Solicitor Megan Turnbull, Esq.,

Absent: Mayor Michael Baer, Engineer John Balewski, P.E.

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

PUBLIC PARTICIPATION:

Mark Zini - Representative from Club Leaf & Bean

Mark Zini addressed Council to give a brief overview of the business and express his interest in leasing the commercial space Table 86 vacated earlier this year. Club Leaf and Bean has an existing location in Washington, PA and Mark and his business partners feel that Seven Fields is the perfect spot for their second location.

Club Leaf and Bean is a private, members-only cigar bar. Mr. Zini described the cigar bar as having an atmosphere similar to a country club only without a golf course. The cigar bar memberships are open to individuals and businesses alike, providing a relaxed atmosphere to conduct business or relax with friends. While Club Leaf and Bean does not sell food or alcohol, cigars can be purchased on the premises. Food and alcohol can be brought into the club by its members, or alternatively, members can use Club Leaf & Bean's concierge service to coordinate food, drinks, and entertainment for parties. Club Leaf & Bean's Washington, PA location is open 24/7 and a Seven Fields location would likely offer those hours and accessibility as well.

Council questioned Mr. Zini on various aspects of his business model and asked what value he thought the Club would bring to Seven Fields. There was a brief discussion regarding the zoning requirements and how Club Leaf & Bean would fit into the Planned Economic Development District currently in place at Northpointe Center. Solicitor Turnbull advised she would discuss the requirements and next steps with Council further in Executive Session under attorney-client privilege.

APPROVAL OF COUNCIL MINUTES FOR AUGUST 12, 2019

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

RESOLVED: Borough Council approved the minutes of the August 12, 2019 meeting as presented.

MAYOR'S REPORT

In Mayor Baer's absence, Manager Smith presented the August police report and noted that there were 148 incidents in Seven Fields for the time period of August 1st through August 31st, with roughly 34 of those being traffic-related.

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TREASURER'S REPORT

Treasurer Communale referred Council to the Accounts Payable List for August 2019. The grand total of the payables is \$141,439.51. After review and upon motion of Council President Sikora and a second by Council Member Regan-Koch, the following resolution was unanimously adopted:

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

Treasurer Communale noted that the General Fund is \$1,324,038, the Total Capital Reserve Fund is \$5,420, and the Road Fund, Liquid Fuels and Sinking Fund total \$490,651.

Fund Balances as of September 9, 2019

General Fund	\$1,324,038
Capital Reserve	\$ 5,420
Road Fund	\$ 135,653
Liquid Fuels	\$ 352,038
CD Program	\$ ----
Sinking Fund	\$ 2,961
TOTAL	\$1,820,110

Bond Liability \$890,000

Available for Operating and/or Capital Expenses \$1,114,266

LEGAL ISSUES: Solicitor Turnbull indicated that she would be discussing pending litigation matters, as well as addressing the Club Leaf & Bean proposal, during Executive Session.

PLANNING ISSUES NONE

BOROUGH MANAGER'S REPORT

2020 Evans City/Seven Fields Regional Police Department Apportionment Formula

Manager Smith reported that per the Evans City/Seven Fields Charter Agreement, the EC/SF Regional Police Department apportionment formula has been recalculated based on population size. Manager Smith advised that because the population of Evans City decreased, the new apportionment formula will be: Seven Fields – 61.5%; Evans City – 38.5%. This new calculation means that Evans City will see a total decrease in 2020 of \$45,151.54, while Seven Fields will see a total increase in 2020 of \$91,032.63 as compared to 2019.

Resolution 2019-16 (2020 Minimum Municipal Pension Obligation)

Manager Smith requested Council's approval of Resolution 2019-16, the 2020 Minimum Municipal Pension Obligation, in the total amount of \$25,653, with \$8,080 dedicated to the Cash Balance Plan and \$17,286 dedicated to the Defined Benefit Plan. Manager Smith advised that the Borough will be receiving state aid to defray the cost of the 2020 Minimum Municipal Pension Obligation. Upon a motion made by Council President Sikora and a second from Council Member Trimble, the following was unanimously adopted:

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RESOLVED: Borough Council approved Resolution 2019-16, 2020 Minimum Municipal Pension Obligation in the amount of \$25,653.

Resolution 2019-17 (Modified Season Pool Pass Rates)

Manager Smith requested Council's retroactive approval of Resolution 2019-17, Modified Season Pool Pass Rates. Manager Smith told Council that due to reducing the hours of operation at the Town Park Pool on August 17th, he felt it was appropriate to reduce the rate for daily admission to \$3 for adults and \$2 for children beginning on August 17, 2019, and continue through the end of the season on September 2, 2019. Upon a motion made by Council President Sikora and a second from Council Member Regan-Koch, the following was unanimously adopted:

RESOLVED: Borough Council retroactively approved Resolution 2019-17, Modified Season Pool Pass Rates, reducing the daily admission rate to \$3 for adults and \$2 for children, effective August 17, 2019 through September 2, 2019.

2019 Seven Fields Food Truck Nights

Manager Smith advised Council that the Seven Fields Food Truck Nights were a great success again this year. Community support for this event has not decreased and we are receiving many inquiries from food truck vendors wishing to attend our event in 2020 after hearing about its success in 2019. Manager Smith advised Council that the cost to participate in the Seven Fields Food Truck Nights will not be increasing in 2020, but will remain the same at \$300.

2019 Cranberry Public Library Allocation

Manager Smith requested Council's authorization to make the annual 2019 payment to the Cranberry Public Library in the amount of \$14,435. Upon a motion made by Council President Sikora and a second from Council Member Regan-Koch, the following was unanimously adopted:

RESOLVED: Borough Council approved the 2019 Cranberry Public Library Allocation payment be made in the amount of \$14,435.

2020 Seven Fields Budget

Manager Smith advised Council that work has begun on the budget for fiscal year 2020. He asked that all Council members submit any items they wish to be considered for the 2020 Budget via email as soon as possible. Manager Smith also noted that with the increase in the Borough's contribution to the Evans City/Seven Fields Regional Police, steps will have to be taken in an effort to balance the 2020 Budget. Manager Smith told Council that he would be presenting them with options to achieve this, which could include increasing the millage rate and/or transferring funds from surplus funds in order to balance the 2020 Budget.

Seven Fields Municipal Recycling Program Performance Grant

Manager Smith advised Council that the Borough received notice of the amount that will be given for its participation in the 2018 Municipal Recycling Program Performance Grant. The amount is estimated to be \$6,650. In contrast, the Borough received \$4,382 last year for its participation in the 2017 Municipal Recycling Program Performance Grant. Manager Smith again reminded Council that these are discretionary funds.

Upon a motion made by Council President Sikora and a second by Council Member Caridad, the meeting was adjourned to Executive Session at 7:22 p.m.

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EXECUTIVE SESSION

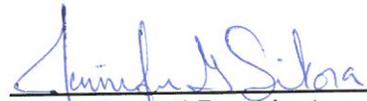
Council Member Caridad made a motion during Executive Session to initiate a zoning amendment to permit private clubs, as a revised definition, as a conditional use in a PEDD zoning District, and to designate and advertise the amendment as a pending ordinance. Due to lack of a second, this motion was dismissed.

Council President Sikora moved to adjourn the meeting. The motion was seconded by Council Vice-President Servello and the meeting was adjourned at 7:58 p.m.



Borough Manager

- Meeting Adjourned -



Council President

10/14/19

Date Approved