

September 3, 2013

HARMONY BOROUGH COUNCIL MEETING September 3, 2013

COUNCIL MEMBERS PRESENT: Phyllis Metz, Frank Luek, Dave Szakelyhidi, Jim Hulings, Harold Herr, John Rice, and Mayor Cathy Rape.

OTHERS PRESENT:

Council Meeting

Sept. 3, 2013

JAMES HULINGS

Walter

Dave

Jim Miller

Frank Luek

Cathy Rape

Phyllis Metz

Allen Bayer

FRANK & ANDREA GRANNON

Sandy Ferraro

John Rice

SUSAN ALTEMUS

CALL TO ORDER:

A quorum was reached and the meeting was called to order at 7:00 pm by Council President, Jim Hulings.

PLEDGE OF ALLEGIANCE:

MINUTES:

In a motion made by Phyllis Metz and seconded by Frank Luek, the Harmony Borough Council unanimously approved the August 6, 2013 minutes.

SOLICITOR'S REPORT:

Solicitor Matt Racunas reported that he distributed to Council a packet of information. The Act 32 Resolution dealing with the collection of our earned income taxes. Berkheimer is requesting a Resolution that designates somebody as the person who will be permitted to receive tax information. It was a form resolution that Matt edited to meet our needs', it names the Borough Secretary as the authorized representative. Solicitor Matt requested a motion be made to ratify the Act 32 Resolution. In a motion made by Frank Luek and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved the ratification of the Act 32 Resolution.

Matt also requested a motion be made to ratify the Resolution raising the building permit fee to \$25.00. In a motion made by Dave Szakelyhidi and seconded by Frank Luek, the Harmony Borough Council unanimously approved the ratification of the Resolution raising the building permit fee to \$25.00.

Solicitor Matt drafted an Ordinance on Sidewalk Obstructions and distributed it to Council for review and hopefully will receive authorization next month to advertise. In a motion made by Dave Szakelyhidi and seconded by Harold Herr, the Harmony Borough Council unanimously approved the authorization to advertise the Sidewalk Obstruction Ordinance.

The seconded drafted Ordinance is an Event Ordinance on public gatherings in the Borough. This ordinance is on large gatherings, over 500 people. Matt stated that Section 8, subsection 4; that has to do with no entertainment within 500 feet from any school, church, or dwelling unit is going to be removed. Matt recommended to Council to review this ordinance and it can be discussed at next month's meeting.

Matt reported that he is working with the Zoning Officer on various violation issues, complaints have been filed on sidewalk violations, the hearings will probably be in November. The complaints are on residents who received notification of the violation and did not take any steps to make corrections, or notify us, or file for a permit.

SOLICITOR'S REPORT CONT':

Matt received two names of Arborist who are familiar with the Penn Dot report from Engineers from other municipalities. Matt requested a motion be made to authorize him (Matt) to retain the Arborist to complete the report at a cost not to exceed \$200.00. In a motion made by Dave Szakelyhidi and seconded by Harold Herr, the Harmony Borough Council unanimously approved the authorization to retain the Arborist to complete the report.

Jim Hulings reported that he received some information from the Pennsylvania Historical & Museum Commission requesting we endorse their plan, a resolution is needed. Jim gave a copy to Solicitor Matt and a copy to John Ruch. Solicitor Matt commented the Joint Comprehensive Plan with Zelig has a Preservation Plan in place.

BOARD REPORTS:

APPOINTMENTS:

No Appointments

COG:

Jim Hulings had nothing to report.

HARB:

Dave Szakelyhidi reported that HARB did not have a meeting because of the Holiday.

Water Authority:

Dave Szakelyhidi reported that they hired a new employee and everything is working out good.

Parks Board:

Susie Altemus reported that there is about \$1,600.00 left from the Parks Grant, not \$3,000.00 because of the Penn Power bill coming in separately; will contact Tom Dilts for estimates and try to wrap it up.

The Bluegrass some tickets have been sold on-line through the Bottlebrush, the bulk of tickets are sold the day of. Susie stated the money to pay the bands should be on the list for approval tonight, Greg is out of town, no invoices were submitted for approval. Jim Hulings stated Greg was handling it.

Planning Commission:

Frank Luek reported the Historic Harmony is applying for a Village Post Office in the gift shop. Joe White, Chairman, is writing a letter to the Post Office stating the Planning Commission supports that effort.

Sewer Authority:

Harold Herr reported that the second coat for paving was put on Tollgate Road where the new sewer line was installed.

Zoning:

John Rice had nothing to report.

Shared Services:

Jim Hulings had nothing to report.

Parking/Signage:

Events:

Jim Hulings reported that the Bluegrass is September 6th & 7th; he received an application for a Grandparents' 5K on September 14th, it is not on our streets, it is all in Zelienople. The Mosaic 5K (Grace Church) is September 21st, the Christmas Market is November 9th and 10th and the Silvester is December 31st.

BOROUGH STAFF REPORTS:

Police Report:

Chief Miller reported that the police checked the stop sign in the square and on Pittsburgh Street; they were there about 15 times, out of about 852 cars, 1 or 2 received tickets that is ¼% of people violating the law. Chief Miller also commented about 53 cars went through the square in 20 minutes.

Chief Miller also reported that Seneca Valley School District contracted the Zelienople Police to patrol CVE School 3 hours a day at random times throughout the day.

Office:

Amy Brown had nothing to report.

Jim Hulings reported that the Borough is not eligible for the Small Games of Chance License. A Friends' of the Park group could be formed and they could apply, it has to be a non-profit organization.

Borough Supervisor:

Wade Ion reported that streets have been paved, tonnage went over. Dick Knapko is coming down on Thursday to go over it.

The skid steer was repaired by Murphy's.

Street signs are in, stop sign changed out.

The drains are done at the canoe launch.

Lines painted on Pittsburgh Street.

Wade received a request to trim the trees in the square. The trees in the square, and up by the railroad bridge, and the trees by the stop signs on Charles Street & Rt. 68; S. Liberty Street & Charles Street, Pittsburgh Street & Center Street, and Charles Street & Highland Avenue need trimmed. The estimate total is \$2,625.00, if all are done, a discount would be given and the total would be \$2,400.00

Chief Miller stated blocking stop signs is a traffic hazard.

Discussion, Jim Hulings stated that the cost to trim the trees in the square that are blocking the lights is \$1,600.00, the other money is going to be citations, we will get that money back. Frank Luek questioned what part of the budget the money was coming from. Jim Hulings suggested taking it out of streets; John Rice stated you cannot take it out of streets; Liquid Fuels cannot pay for it. No motion was made.

OLD BUSINESS:

Personnel:

Harold Herr had nothing to report.

Finance:

Jim Hulings reported that the Finance Committee will be holding a meeting on Wednesday, September 11th to start working on the 2014 budget.

Mayor Rape questioned if the Borough would want to donate to the Aquatic Creek Clean-up for this year. She saw t-shirts but Harmony Borough was not on them. The Borough donated \$100.00 at the end of 2012; it was from the 2013 budget.

Mayor Rape asked to be reimbursed for the Welcome Sign in the square; she stated the monies that came into the Borough from business owners to help pay for the Welcome Sign in the square she would like to get that money signed back to her. If all the money is collected that was promised, there should be about \$74.00 left to give back to the Borough. Amy stated she would need an invoice or something submitted to the office before she can reimburse her, Solicitor Matt agreed.

Streets:

Jim Hulings commended Wade and Frank for getting our streets taken care of, Pittsburgh Street looks beautiful.

John Rice stated that \$7,000.00 from the General Fund is to go towards the paving of Pittsburgh Street, and \$7,000.00 from the sale of the dump truck is to go towards the paving of Edmond Street, a total of \$14,000.00 from the General Fund is owed for paving.

Jim Hulings is to contact Penn Dot regarding the collapsing guardrails on Rt. 68.

Public Safety:

Mayor Rape had nothing to report.

Facilities:

Dave Szakelyhidi had nothing to report.

Business Development:

Dave Szakelyhidi questioned if we were doing anything with the Certified Local Government Program. Jim Hulings stated we are, Joe White is working with Bill Callahan on that.

Jim Hulings reported that an intern from BC3 is working on a new website for the Borough and on the 20th Jim is going to see a demonstration at BC3. Jim also reported that we renewed our domain name (Harmony.pa.us) for 1 year at \$37.00.

NEW BUSINESS:

Training and Conferences:

Jim Hulings reported there are a lot of training and webinar opportunities available if anybody on Council is interested. Dave Szakelyhidi reported that Carol has volunteered to do the Penn Prime Agility, Jim Hulings will review.

Personnel:

Jim Hulings had nothing to report.

Finance:

Jim Hulings reported that the wish list are out, the purpose of the wish list is for council and borough employees to tell the finance committee what they would like to do next year, the finance committee needs to have it before the budget meeting on September 11th.

John Rice commented that the fire escape needs to be modified with a drop down ladder and remove the bottom set of steps.

Jim Hulings also reported that the Butler County Commissioners, County Controller, Mr. McMillan, sent a book to the Borough about Butler County and how our taxes are used; it is a very good read. The book will be in the Borough office if anyone would like to look at it.

Solicitor Matt commented that he had sent a letter to the County Commissioners regarding flood plain issues and some of the concerns we had; basically reaching out to them for help and they never responded. Matt asked for approval from Council to write the County Commissioners a letter saying that as a Borough in this County we would expect some type of response. Dave Szakelyhidi recommended Matt write the letter and the council members who are going up to the FEMA meeting on September 5th can take it with them.

Zoning & Code Enforcement:

Allen Bayer – report attached.

John Rice questioned time period on building permits. PCI's building permits are good for 5 years, Harmony Borough's building permits are good for 1 year.

Facilities:

Dave Szakelyhidi had nothing to report.

Business Development:

Jim already discussed under Old Business.

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BILLS PAYABLE:

A list of bills in the amount of **\$4,966.72** was presented to Harmony Borough Council as **General Bills Payable**. A list of bills in the amount of **\$4,976.87** was presented to Harmony Borough Council as **Bills Already Paid**. A list of bills in the amount of **\$2,379.84** was presented to Harmony Borough Council as **Parks Board Bills Payable**; and a list of bills in the amount of **\$400.00** was presented to Harmony Borough Council as **Parks Board Already Paid**.

In a motion made by Harold Herr and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved all bills for payment as presented in the General Bills Payable list in the amount of \$4,966.72, plus the Bills Already Paid list in the amount of \$4,976.87, and the Parks Board Bills Payable list in the amount of \$2,379.84, plus the Parks Board Bills Already Paid list in the amount of \$400.00.

PUBLIC COMMENT:

There was no public comment.

An executive session was called at 7:55pm; out of executive session at 8:15pm.

In a motion made by Harold Herr and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved to reduce the waiting period for new hires insurance benefits to 90 days.

In a motion made by Harold Herr and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved to accept UPMC's early renewal of December 1, 2013.

ADJOURN: 8:30pm

As there was no further business to discuss, the Harmony Borough Council adjourned the meeting at 8:30pm.

Respectfully Submitted,



Amy Brown
Secretary

Code and Zoning Monthly Activity Report
August 2013

1. 12 building permits issued in August and 83 building permits issued year-to-date. Of the 83 building permits issued year-to-date 58 were for sidewalk violations.
2. Status of sidewalk violations.
 - a. PERMIT ISSUED and REPAIR COMPLETED – 47 properties – 81.1%
 - b. PERMIT ISSUED and NO WORK DONE or IN PROCESS and NOT PAST DUE - 7 Properties – 12%
 - c. NO PERMIT ISSUED, NO WORK DONE and PAST Due. **Pending filing with Magistrate** - 4 Properties – 6.9%
3. 14 zoning and code violation letters were sent in August and 99 zoning and code violations letters have been sent year-to-date.
4. 8 abandoned vehicles violations have been sent year-to-date. All abandoned vehicles have been removed except 1 which is pending hearing with magistrate.
5. Performed final inspection and preparation of information sent to Matt for magistrate filing on 4 properties due to past due sidewalk violations.
6. Fire inspection has been completed for 32 multi-unit dwelling rentals thus far this year. Given the information we have it is not possible to determine how many remain. There will be a good accounting once all inspections have been completed.
7. Performed numerous violation follow-up inspections.
8. Attended August Council meeting. HARB meeting was cancelled for August.
9. Answered numerous phone calls regarding building permits, zoning & code pertaining to properties for sale, etc.
10. Followed up on several complaints that were brought to my attention.
11. Completed August activity report for Council.
12. Stopped by office daily for mail, etc.