

MINUTES  
BOROUGH OF SOUTHMONT  
March 19, 2007 7:00 p.m.

The scheduled March Council meeting was called to order by President Pile at 7:00 p.m. After the pledge to the flag the March 19, 2007 meeting of Council convened.

**PRESENT:** President Pile, Mr. Rodgers, Mr. Ewald, Mr. Kory, Mr. Danyluk, Mr. Strittmatter, Mr. Krupa, Mayor: Gerry Sloat, Solicitor: Dan Lovette, Engineer: Dave Duray, West Hills Police Chief: Andy Havas, Fire Chief: Michael Butler, Zoning Officer: Ryan Adams, Street Commissioner: Jan Bosley and Borough Manager: Loretta Spak.

**ABSENT:**

**VISITORS:** Mrs. Kris Cramer, Kline Kimlin, 2006 Audit; Mr. John Lovette, 305 Leon Street, observing.

President Pile asked for approval of February 19, 2007 Council Minutes and Committee Meeting Notes of March 6, 2007 and March 13, 2007. A motion was made by Mr. Rodgers to accept the Minutes as submitted and to correct the spelling of humane on committee meeting notes of March 13, 2007 then to accept the committee notes of March 6, 2007 and March 13, 2007. Seconded by Mr. Krupa, all in favor motion carried.

A motion was made by Mr. Rodgers, seconded by Mr. Krupa to open sealed bids for street paving. All in favor, motion carried. Three (3) bids were received:

1. Quaker Sales Corporation, P.O. Box 880, Johnstown, PA 15907  
- base \$61,280.00 alternate \$4,547.40 for a total of \$65,827.40
2. HRI, Inc., 1750 West College Avenue, State College, PA 16801  
- base \$67,776.50 alternate \$6,996.00 for a total of \$74,772.50
3. Derry Construction Co., 527 Route 217, Latrobe, PA 15650  
- base \$74,494.73 alternate \$4,599.87 for a total of \$79,094.60

Mr. Danyluk made a motion to award the street paving base bid to the lowest bidder, Quaker Sales Corporation. Seconded by Mr. Kory; roll call: Mr. Rodgers, Mr. Ewald, Mr. Kory, Mr. Strittmatter, Mr. Danyluk, Mr. Krupa and Mr. Pile all in favor, opposed none.

President Pile called upon Mrs. Cramer, CPA Kline Kimlin, who handed out to Council the Borough of Southmont Audited Financial Statements and Supplementary Information December 31, 2006. The audit went very smoothly; "Ms. Spak does a good job on the accounting". The Borough follows the cash basis of accounting and is in compliance with GASBE 34. Mrs. Cramer reviewed audit report; Southmont Borough received a clean unqualified opinion. Kline Kimlin has three (3) recommendations:

1. The sewer and garbage fund expenses are paid and recorded as general fund expenditures. Proprietary fund activity would be much easier to budget and monitor if all expenses were reflected in the proprietary fund.

Cont'd

2. Accounting software package is not well supported; consider purchasing a new accounting software package.
3. Council should establish and implement written expenditure policies that outline specific purchase order requirements.

These recommendations will be added to the "tickler list"; Ms. Spak and Mr. Strittmatter will review recommendations and will report back to Council at a workshop. Mrs. Cramer stated "Ms. Spak is doing a fabulous job". Mr. Danyluk made a motion to approve the 2006 Municipal Annual Audit and Financial Report (AFR). Seconded by Mr. Ewald, all in favor motion carried. Mrs. Cramer reviewed Real Estate Tax Collector schedule of Borough taxes assessed, collected and remitted December 31, 2006 audit. No problems at all, records balance to the penny, "Mrs. Magistro is very conscientious". Southmont Borough is very fortunate to have Mrs. Magistro as tax collector. Discussion followed concerning the County not allowing tax collector to have accounts in individual names. Mr. Kory made a motion to approve the Real Estate Tax Collector December 31, 2006 audit. Seconded by Mr. Ewald, all in favor motion carried.

**POLICE CHIEF'S REPORT:**

Police Chief Havas updated council on child safety program they are implementing at elementary schools for kindergarten to fifth graders, done every two years. West Hills Police has received a twenty-five thousand dollar (\$25,000) grant to replace one of their vehicles. They should be receiving a nine thousand dollar (\$9,000) grant for purchase of a speed trailer. On file in Borough office is six (6) days of Lower State Street monitoring from West Hills Police, no speeding was observed. The basketball pole/hoop on Lucetta Street was turned and moved back from street, Mr. Schrey intends to dismantle and put with garbage. Mr. Kory made a motion to approve Mr. Ewald as a second alternate for police commission. Seconded by Mr. Danyluk, all in favor motion carried. Trapping of stray cats and taking to humane society was discussed. (In the Borough Code Section 1202 specific powers number 13 - Dogs, cats and other pets. To destroy dogs found at large contrary to laws of the Commonwealth; to prohibit or regulate, by ordinance, the running at large of dogs, cats and/or other pets, and, in the enforcement of such regulations, to direct the killing of dogs, cats and/or other pets, or their seizure and detention, prescribing reasonable charges for their seizure and detention, and to provide for their sale for the benefit of the borough, in default of the redemption thereof by their owners.)

**ZONING OFFICERS REPORT**

Mr. Adams reports no activities as of yet for 2007. Mr. Adams will keep council informed on Grandview's zoning hearing board variance request, discussion followed.

**FIRE COMPANY REPORT**

Chief Butler's written report records twelve (12) responses during the month of February. There was one call between the hours of 10 PM to 7 AM. Southmont had eight (8) assists in February; four (4) to Upper

Cont'd

Yoder, one (1) to Menoher Hts., one (1) to Dale, one (1) to West Taylor, and one (1) to Conemaugh Twp. Reviewed letter to Hilltop Ambulance Associates in regards to Southmont VFD schedule of 2007 fund drives; it is well written and will be mailed out. Discussion followed concerning certification of fire company members, we are above the 50% mark striding for 75% to 100%, at a cost of approximately \$100 to \$125 per test per fireman. Council may help if members pass, also discussed cost of new radios from 9-1-1 center and new siren cost; will keep council updated. The February and March Hilltop Ambulance Association reports were received and on file.

ENGINEER'S REPORT

The written Engineer's report for March was received and reviewed. Mr. Duray passed out quotes from American Signa on repair of 920 & 930 flow meter, valves, probes, and pipes; several options were discussed. Mr. Duray recommends repair of the 930 flow meter for bypass. Mr. Krupa made a motion to approve repair the 930 flow meter at maximum cost of fifteen hundred dollars (\$1,500). Seconded by Mr. Strittmatter, all in favor motion carried. Mr. Bosley will get quotes for lateral (push) camera and bring to next council meeting.

COMMITTEE REPORTS

STREET COMMISSIONERS REPORT

Mr. Bosley's written report was received and reviewed. On February 19<sup>th</sup> a safety meeting was held with full time employees; watched two safety videos and discussed some specific situations pertaining to the videos. Mr. Bosley is working on lighting of the flag. This is cost efficient instead of contracting out.

STREET COMMITTEE REPORT

Mr. Danyluk had nothing new to report.

SAFETY, ADMNS. & PERSONNEL COMMITTEE

An executive session will be held at end of meeting.

POLICE COMMITTEE

Mayor Sloat had nothing new to report.

RECYCLING COMMITTEE

Mr. Kory had nothing new to report; our trailer is closed (full) until Pandya is reopened.

INSURANCE COMMITTEE

Mr. Rodgers had nothing new to report, policies will need to be reviewed in the near future.

BUDGET COMMITTEE

Mr. Strittmatter stated revenues are down, not coming in as projected. Next month council will look at going back to paying police quarterly if tax revenues are received, discussion followed.

**SHADE TREE REPORT**

Mr. Krupa mentioned the Schrey's sidewalk on Lucetta Street should be done in April and spring newsletter will be going out the third week of April; please get your articles into Ms. Spak as soon as possible. Shade Tree committee meeting is scheduled for tomorrow (Tuesday, March 20<sup>th</sup>) will be planning site for Arbor Day and tree plantings.

**RECREATION COMMITTEE**

Mr. Kory mentioned Mr. Roman is doing a great job, he is very personable, he was awarded a two thousand dollar (\$2,000) increase; maintenance employees and part time clerk also received increases. They are trying to get a renter for the Ridge apartment.

**BUILDING/GROUNDS REPORT**

Mr. Kory will be scheduling inspection tour of Borough. Mr. Kory mentioned he received two or three calls from residents that Borough did a great job with snow plowing.

**COG REPORT**

Mr. Ewald forwarded to Ms. Spak a sample resolution concerning electronic bidding/reverse auctions; she will look into and report back to council.

**GRANDVIEW COMMITTEE**

Mr. Kory had nothing new to report.

**GREATER JOHNSTOWN WATER AUTHORITY**

The February minutes were received. Mr. Pile suggests council review the Greater Johnstown Water Authority 2006 Operations Report (booklet) it is very informative (i.e. revenues, consumers, water supplied, accumulated rainfall averages, revenues from properties, etc.). Mr. Pile stated Mr. Follansbee, At-Large Member, is doing a great job and he is very knowledgeable. Mr. Pile reminded council the annual dinner meeting is March 22<sup>nd</sup>; call if planning to attend.

**MAYOR'S REPORT**

Mayor Sloat had nothing new to report.

**SOLICITOR'S REPORT**

Solicitor Dan Lovette updated council on Professional Family Care & Services, Inc. tax appeal concerning Attorney Markovitz's offer, which consensus of council (committee meeting March 13<sup>th</sup>) turned down.

**MANAGER'S REPORT**

Ms. Spak's written report was submitted and reviewed. Mr. Kory made a motion for Ms. Spak and Mr. Krupa to attend the annual meeting of the United Way of the Laurel Highlands, Inc., scheduled for Tuesday, May 29, 2007 at 11:00 a.m. Seconded by Mr. Rodgers, all in favor motion carried. Mr. Kory made a motion for Ms. Spak and any councilmen who would like to attend be approved for the informational workshop on the

Cont'd

2010 census local update of census addresses (LUCA) on April 25<sup>th</sup> in Ebensburg. Seconded by Mr. Rodgers, all in favor motion carried. Mr. Rodgers made a motion for Ms. Spak and any councilmen who would like to attend be approved for the Cambria County Boroughs Association dinner meeting on Tuesday, April 17<sup>th</sup> at the New Germany Grove Church Hall. Seconded by Mr. Kory, all in favor motion carried. Mr. Danyluk made a motion for Mr. Bosley and any councilmen who would like to attend be approved for the PennDOT's Annual Transportation Outreach on Thursday, May 10<sup>th</sup> 1:30 to 3:00 p.m. in Ebensburg. Seconded by Mr. Krupa, all in favor motion carried. Mr. Strittmatter mentioned a message noted on phone log concerning removal of ash by Waste Management on Diamond Boulevard, discussion followed, Mr. Bosley will investigate. Mr. Rodgers moved to accept the Manager's report. Seconded by Mr. Kory, all in favor motion carried.

**TREASURER'S REPORT**

Mr. Rodgers made a motion to approve February's Treasurer Report in the amount of \$182,775.94. Seconded by Mr. Kory, all in favor motion carried.

**TAX COLLECTOR'S REPORT**

No report, tax bills will be going out in March.

**PAYMENT OF BILLS**

Mr. Strittmatter made a motion to approve payment of bills in the amount of \$48,438.78. Seconded by Mr. Krupa; roll call: Mr. Rodgers, Mr. Ewald, Mr. Kory, Mr. Strittmatter, Mr. Danyluk, Mr. Krupa and Mr. Pile all in favor, opposed none.

**OLD BUSINESS**

President Pile discussed the "Tickler List" add union contract expires 12/31/2008, auditor recommendations garbage & sewage monthly transfer, accounting software, and purchase order policy; nothing to remove. We will advertise board openings in the spring newsletter. Discussion followed concerning the need of a Tax Appeal Board (required under act 50), Solicitor Lovette will research.

**NEW BUSINESS**

At 9:45 p.m. an Executive Session was called. At 10:30 p.m. Council reconvened, discussed Personnel issues.

Ms. Spak recommends Mr. Bosley receives a one time bonus of five hundred dollars (\$500) effective April 1, 2007 based on goals, attitude, and work performed. Mr. Krupa made a motion to approve Ms. Spak's recommendation. Seconded by Mr. Kory, all in favor motion carried. A personnel committee meeting is scheduled for Wednesday, April 11<sup>th</sup> at 7:00 p.m. to review goals and job descriptions for September bonuses; Ms. Spak will advertise.

**Page 6 -Minutes- March 19, 2007**

There being no further business, a motion was made by Mr. Rodgers for adjournment of the March 19, 2007 meeting at 10:45 P.M. Seconded by Mr. Kory, all in favor motion carried.

Respectfully submitted,

*Loretta Spak*, Borough Manager

3/27/2007 8:51 AM