



Borough of Bellevue

Borough Council Meeting Minutes

April 28, 2020, 7:00 pm

Via Teleconference

Call to Order

President Pennington called the meeting to order at 7:00 pm.

The call to order was followed by the Pledge of Allegiance and a moment of silence.

Roll Call

The roll was called to establish a quorum. Present were Ms. Sloane, Ms. Cerminara, Mr. Stuncard, Mr. DiTullio, Ms. Hause, Ms. Pikul, Ms. Edmondson, Mr. Pritchard and President Pennington. A quorum was established.

Also in attendance were Mayor Emily Marburger, Director of Administrative Services Cindy Bahn, Police Chief Matt Sentner, Financial Services Administrator Andrea Contes, Bayne Memorial Library Director Ellen Goodman, Solicitor Matt Racunas, and Borough Engineer Ben Gilberti,

Public Contribution on Agenda Items

- There was no public comment on Agenda Items.

Accepting Council Meeting Minutes

- March 10, 2020 Pre-Council Meeting
- March 10, 2020 Public Hearing for the Change of Personnel Code
- March 3, 2020 Finance Committee Meeting
- March 3, 2020 Parks and Recreation Committee Meeting
- March 3, 2020 Public Safety Committee Meeting
- March 3, 2020 Public Works Committee Meeting

Moved: Ms. Pikul

Second: Ms. Cerminara

All voted in favor of the motion. Motion carried, 9-0.

Consent Agenda

Items of business and matters listed under the Consent Agenda are considered to be routine and noncontroversial and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired by Council Members, that item is to be identified and removed from the Consent Agenda, and will be considered separately at the appropriate place on the Agenda. Items on this Consent Agenda include the ratification of the following that were previously approved by Council via an email vote.

- a. Motion to approve Council approval of matters via email communication for the duration of the COVID-19 emergency management.

- b. Motion to approve compensation for the interim Director of Administrative Services at a rate of \$3500/month.
- c. Motion to approve the hiring of Officer Christopher Brown by the Borough of Bellevue Police Department.
- d. Motion to continue to pay wages of part-time Bayne Memorial Library personnel through 03.21.2020 – **Moved to Agenda for discussion.**
- e. Motion to cancel the Borough Council meeting of March 24, 2020.
- f. Motion to authorize the expenditure of \$2,942.50 for Servicemaster to clean the Borough Building including the Police Department, and Bayne Library.
- g. Motion to authorize the expenditure of \$1,284.00 for Servicemaster to clean the Fire Station and Department of Public Works facilities.
- h. Motion to authorize the expenditure of up to \$5,000.00 for purchases related to the Borough's response to the COVID-19 pandemic.
- i. Motion to approve payment of invoices included on the March 24, 2020 Bill List.
- j. Motion to authorize the advertisement for a Department of Public Works Superintendent.
- k. Motion to approve payment of invoices included on the April 14, 2020 Bill List.

Moved: Ms. Pikul

Second: Ms. Sloane

All voted in favor of the motion. Motion carried, 9-0.

Agenda Items

- a. Motion to approve renewal of the ALLDATA software subscription service in the amount of \$1,500, with costs to be shared between the Department of Public Works and the Police Department.

Moved: Ms. Pikul

Second: Mr. DiTullio

All voted in favor of the motion. Motion carried, 9-0.

- b. Motion to approve the expenditure of \$3,200 to support the 2020 North Boroughs Community Day Event to be held June 27, 2020. (Finance Committee)

Moved: Ms. Hause

Second: Mr. Stuncard

Discussion: President Pennington stated that people may not want to congregate, even by Labor Day, the rain date for the event, and that he believes Bellevue pays more than their share. Ms. Pikul did not want to spend these dollars because of additional funds being spent due to the pandemic. Mr. Stuncard stated that he did not want to cancel summer. Ms. Sloane expressed her belief that large group gatherings are going to be a "no-go" for a while.

Aye: Mr. Pritchard

Nay: Ms. Sloane, Mr. DiTullio, Mr. Stundarc, Ms. Edmondson, Ms. Hause, Ms. Pikul, Ms. Cerminara, Present Pennington

Motion was defeated, 1-8.

- c. Motion to accept the bid from Multiscope Document Solutions for a 5-year lease on a color photocopier for use at the Bayne Memorial Library at a cost of \$1,656.60/year.

Moved: Mr. Pritchard

Second: Ms. Pikul

Aye: Ms. Hause, Ms. Pikul, Ms. Edmondson, Ms. Sloane, Mr. Pritchard, Ms. Cerminara, Mr. Stundard, Present Pennington

Nay: Mr. DiTullio

Motion carried 8-1.

- d. Motion to authorize the advertisement of Ordinance 20-02 Amending the Administrative Code of the Borough of Bellevue related to the class of drivers license required by operators of Borough firefighting vehicles. (Public Safety Committee)

Moved: Ms. Pikul

Second: Mr. DiTullio

All voted in favor of the motion. Motion carried, 9-0.

- e. Motion to approve payment of invoices included on the April 28, 2020 Bill List. (Finance Committee)

Moved: Ms. Hause

Second: Ms. Edmondson

All voted in favor of the motion. Motion carried, 9-0.

- f. Motion to approve Resolution 05-20 Hiring Cindy L. Bahn to Serve as Director of Administrative Services.

Moved: Ms. Hause

Second: Ms. Edmondson

All voted in favor of the motion. Motion carried, 9-0.

- g. Motion to ratify the email vote to pay part-time Bayne Memorial Library staff through the 03.20.2020 pay period.

Moved: Ms. Hause

Second: Ms. Pikul

All voted in favor of the motion. Motion carried, 9-0.

Unfinished Business

a. Delinquent Tax Collector Proposals

Mr. DiTullio stated that collections are a problem, and asked whether collections could be handled by 2 firms. He further stated that Jordan Tax Service charges as many fees as possible, and that residents who thought that had paid their total bill later learned that they had only paid the penalties and fees, not the outstanding bill. Ms. Hause expressed that there have been issues with Jordan, and that she knows attorneys for Maillo, Brungo and Maillo; representatives have previously made a presentation to Council. She suggested that the proposals be discussed at the next Finance Committee meeting, and that Council be provided with electronic copies of them.

b. Applications for DPW Superintendent

Ms. Bahn reported that the Borough received 38 applications; about half did not have the requisite qualifications. She will conduct a preliminary online search of the candidates to identify any red flags. The next steps are to conduct phone interviews; those candidates selected to move forward in the process will have face-to-face interviews, possibly via Zoom.

c. Vacancy on Joint Planning Commission

Motion: Ms. Hause moved that Catherine Tulley be appointed to the Joint Planning Commission.

Discussion: Ms. Hause reported that 2 people expressed an interest in serving on the Joint Planning Commission – Catherine Tulley, who previously served on the Commission, and Tom Hrynda, whose term expired 12.31.19. Mr. Stuncard remembered that 2 women with planning backgrounds were interested – Ms. Tulley and Leann Chaney; Ms. Tulley submitted a letter of interest, but Ms. Chaney did not. Ms. Hause withdrew her motion. Ms. Pikul questioned whether there was still a vacancy on the Zoning Hearing Board, and asked the Solicitor what the deadline is for filling that vacancy. The Solicitor responded that it should be done as soon as reasonably possible. Ms. Hause noted that the Joint Planning Commission wants to meet 05.18.2020, via Zoom. Mr. DiTullio stated that Mr. Hrynda expected to be reappointed to the Planning Commission

and had already been appointed an officer. He went on to express his opinions regarding Bonafide Bellevue and was reminded by President Pennington not to digress. Mr. DiTullio went on to suggest that businesses are selling alcohol illegally, and President Pennington asked that Mr. DiTullio be muted.

New Business

a. Discussion: Extending the Deadline for the Payment of 2020 Property Taxes

Ms. Bahn reported that our collections through 04.15.2020 have exceeded collections during the same period in 2019. Ms. Pikul noted that many people have owned their houses for a long time, and no longer have a mortgage. Ms. Edmonson inquired if anyone asked for an extension and was answered in the negative. A consensus agreed that this was "dead in the water". During the discussion, Mr. DiTullio, whose microphone was unmuted, stated that he had the floor and that President Pennington could not take back the floor. The Solicitor interjected and noted that holding meetings via Zoom is new, and that the ability to mute participants is not something that could happen in a public meeting. He suggested that the Council President permit Council members to speak if they are on topic; when they are not on topic or disruptive, the Solicitor suggested that the President remind them to stay on topic in a civil manner. Solicitor Racunas reminded everyone that we are all working towards the same goal.

b. Discussion: Status of 2020 Memorial Park Pool Opening

President Pennington asserted that people will not want to be in a pool with other people. Mayor Marburger questioned whether teen lifeguards would want to administer CPR. Ms. Bahn stated that needed repairs could be completed if the pool did not open. Ms. Cerminara requested more information about what procedures would need to be implemented before making a decision, and Mr. Pritchard agreed. Ms. Edmondson suggested revisiting the decision in June, and Mr. Stuncard suggested using May to evaluate the leak, and other maintenance issues and defer the decision. By show of hands, eight Council members agreed to table the decision and revisit at the May Pre-Council meeting.

c. Discussion: Possible Opening of Bayne Park

Ms. Pikul stated that the County Parks are open. Ms. Bahn questioned whether the park could be re-opened, but not the playground and skate park, which could be blocked with construction fencing. The Mayor responded that people have ripped down construction tape in the past. Ms. Goodman reported that the Library is considering curbside pickup and computer use by appointment beginning 05.08.2020. The Mayor expressed her support for using the driveway for library materials pickup, and also for use by the Farmers Market. The Police Chief suggested that Council reopen the park the minute we can do so to avoid civil unrest. Relocating curbside pickup and computer use to the Borough Building was discussed, and President Pennington suggested that Ms. Goodman create a plan which could be discussed at the May Pre-Council meeting.

d. Discussion: 2020 Pavilion Rentals

Ms. Cerminara suggested that the Borough follow state and county guidelines for maximum group size. Mr. Pritchard noted that North Park is still renting pavilions. President Pennington stated that Council is here to protect public welfare, that people are taking the pandemic too lightly, and that it will not pass without drastic measures. The Mayor suggested that the pavilions in Memorial Park open first to test the waters, with rentals beginning in mid-July, followed by a reevaluation. By show of hands, a majority agreed to keep open the possibility that the pavilions be opened for some part of the 2020 season. Ms. Hause stated that the Borough can't keep everything closed forever, and that group numbers could be restricted.

e. Discussion: Hiring of 2020 Seasonal Laborers

Mr. Pritchard noted that the seasonal laborers typically handle maintenance, and won't be needed if the pool or parks do not open. Mr. Pennington stated that if Council members are concerned about

their availability, it will not be an issue. Mr. DiTullio suggested that seasonal laborers should not be hired, and that most of the Public Works employees do not want to hire summer laborers. By show of hands, eight Council members agreed not to hire summer laborers at this time and revisit at the May Pre-Council meeting.

Engineer's Report

- a. **Gillott Park Improvements:** The CDBG grant was rebid, one bid from Jeffrey and Associates was received in the amount of \$38,865, which was lower than any of the first bids. However, there has been some discussion about moving the location, and Mr. Gilberti suggested that this item be moved to the Parks and Recreation Committee meeting for further discussion, and a vote at the May Pre-Council meeting.
- b. **Memorial Park Improvements:** The contractor is ready to move forward with improvements at Memorial Park, and has provided a quote for removal of fencing and the backstop. Ms. Bahn will work with Public Works employees to have the old fencing and backstop removed as soon as feasible.
- c. **2020 Sewer Lining Program:** Jet Jack was the low bidder for this project, which came in lower than anticipated by Mr. Gilberti. This project is being partially funded through Alcosan's GROW grant program, and consists of televising and smoke testing all sanitary sewers upstream of manhole NJAC3, and lining all sewers that can be lined without excavation activities.

Motion to award the contract to televise and smoke test all sanitary sewers upstream of manhole NJAC3, and line all sewers that can be lined without excavation, to Jet Jack, Inc, at a cost not to exceed \$294,000.

Moved: Mr. DiTullio

Second: Ms. Cerminara

All voted in favor of the motion. Motion carried, 9-0.

- d. **2020 Paving Program:** Mr. Gilberti noted that he is ready to advertise and bid the program which will generally include Lincoln Avenue, Teece Avenue, South Fremont/Harrison Alley, Citizens Alley, Beaver Avenue, North Jackson Avenue, Deer Lane, and Forest Avenue. He would like to have bids received by the end of May for work to begin in June.

Motion to advertise, at a cost not to exceed \$250, for bids for the 2020 Paving Program.

Moved: Mr. Pritchard

Second: Ms. Sloane

All voted in favor of the motion. Motion carried, 9-0.

- e. **2020 Manhole Program:** Mr. Gilberti suggested that this may make more sense to discuss at the May Committee meetings and discuss in more detail at the May Pre-Council meeting.
- f. **Restroom Facilities at Memorial Park:** A DCNR grant was submitted for that project; notification is expected in the fall.
- g. **Federal Stimulus Funding:** Mr. Gilberti noted that Stimulus Package #5 is expected to be voted on in June, and that the focus is expected to be on infrastructure projects. Having projects "shovel ready" will be advantageous in securing some of the funds. East and West Bellevue Stations, sewer lining, and MS4 PRP Plan Implementation are all good candidates for proposals if funding becomes available.
- h. **Sanitary Sewer Capital Improvement Plan:** Having an adopted capital improvement plan addressing sanitary sewers would position the Borough for future grant opportunities.

- i. **CFA Multimodal Transportation Grant:** Mr. Gilberti suggests applying for this grant, which has no match requirement, for improvements to the intersection of SR 65 and Riverview Avenue, which has been the scene of multiple accidents.

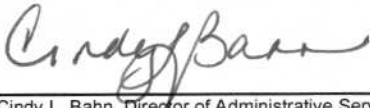
Public Contribution on Non-Agenda Items

- There was no public comment on Non-Agenda Items.

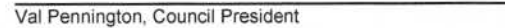
Adjournment

There being no further business, President Pennington adjourned the meeting at 8:58 pm.

ATTEST



Cindy L. Bahn, Director of Administrative Services/Secretary



Val Pennington, Council President

