

**WEST HOMESTEAD BOROUGH**  
**Caucus / Work-Shop Meeting**  
**November 1, 2022**  
**Minutes**

**Call to Order**

President Baran called the meeting to order at 6:15 P.M.

**Roll Call**

The roll was called to establish a quorum. Present were, Ms. Cain, Ms. Ferson, Mr. Harhai, Mr. McLaughlin, Mr. Guzzi, Ms. Scolieri and President Baran. A quorum was established.

Borough Manager Bill Etherington, Mayor John Dindak, Solicitor(s) Stan Lederman and Michael Lederman, Borough Engineer Mark Brashear and Borough Secretary Donna McMichael were also present.

**President Baran asked anyone in the audience if they had any questions not included on the agenda.**

No response.

**The Caucus was turned over to Borough Manager Bill Etherington**

**Hot Topics and Actions from Prior Month Meeting**

- Manager reviewed the Budget Timeline with Council. Timeline showed all activities completed on schedule. 2023 Budget includes 3 Funds for review, General Fund, Sanitary/Storm Sewer Fund, Capital Improvement Fund. **(See slideshow for more details).**
- Manager presented Council with 2023 Preliminary Budget Review.
  - ***See Slide Show for Details on Preliminary Budget Review***
- Manager discussed the improvement related to Verizon Internet Service from Comcast.

**Engineering**

- **Code Enforcement**
  - Manager discussed the numerous Code Violations and repeat offenders that require escalation to possible Sheriff Sale. Some properties have been "Posted" by BIU showing "No Occupancy." Follow the Process.
  - ***See Slide Show for Code Enforcement Report for 2022.***

- **Streets Repair – General**
  - **SR-837 Project** – Project began on April 4th. Phase 2 began on July 18<sup>th</sup>. Phase 3 began on August 12<sup>th</sup>. 17 Manholes will be replaced and repaired. **Road actually re-opened on October 28<sup>th</sup>.**
  - Laurel Hill Waterline Project finally completed also at the end of October.
  - Streets for 2023: Vivjon Drive, Schauffler Drive, West Hazel Way, Kran Drive.
- **PADEP Consent Order** - Manager shared Engineering document on PADEP Consent Order requirements, timeline of activities and fines associated with missing timelines.
- **Calhoun Field Improvements – (See Slide Show)** Manager provided Council the current expenses for this project in terms of the value add for the residents vs. the replacement of existing asphalt. Manager working with DCNR / DCED and Pashek-MTR on new funding that will hopefully cover close to 100% of the project. **(See Slide Show)**
- **Riverfront Park** – Scope of Work & Timeline – Pashek MTR (\$40K Grant), \$34K DCNR, \$6K Borough. 1.8 Acres along Mon River. Council agreed to move forward with project.
- **MS4 Presentation** - Mark Brashear (Engineer) held an MS4 Presentation for the Public on November 1<sup>st</sup> from 4:00 – 5:00 P.M. Presentation went well with members of community attending.

### Authorities/Boards/Commissions

- See Slide Show

### Zoning Approvals/Matters

- See Slide Show

### Committee Reports

#### **Administration (Manager/Secretary)**

- Council approved the Fall Newsletter for release. Usual editing required as expected by Manager who was looking for more substance than spelling & grammar.
- Completed Verizon move from Comcast.
- Council approved \$500.00 donation to the Batch Foundation.
- Administrations Role in Code Enforcement (See Attached)

#### **Borough Properties / Blighted & Vacant - (Ms. Scolieri) / (Mr. Harhai)**

- Council approved Land Bank list and the Demolition list. This list was provided to Council at the October Work-Shop meeting. Next meeting will be scheduled for December.
- Manager to contact “Passages to Recovery” to move up meeting.

## Community Affairs (Ms. Ferson)

- Great job by all on Halloween Costume Contest held at the WHVFD. No problems or issues incurred during the Trick or Treat that followed from 6:00 – 7:30 P.M.
- Christmas Holiday Lights along with Baldwin EMS Meet and Greet will be held on December 2<sup>nd</sup> at 6:30 P.M.
- Dog Ordinance needs modified to allow dogs on Calhoun Field. Is this a good idea? Still need to rewrite Rules & Regulations to include the Leash Law. Include NO SOLICITING, NO LOITERING.

## Personnel (Ms. Scolieri)

- Council moved into Executive Session to discuss Police Personnel Matter.
- Council returned from Executive Session

## Public Safety (Mr. Harhai) – See Slide Show - Police Report for 2022

- Manager asked Council for opinion regarding Rt-837 Line painting. Several members acknowledged a possible issue, but no action was required.
- Speed Hump was removed from Community Park.

## Public Works (Mr. McLaughlin / Manager) See Slide Show - PW Report for 2022

- Council would like Snowflakes installed on the Avenue.
- Manager provided Waste and Recycling numbers. (See presentation).

## Sewer (Sanitary/Storm) Management (Ms. Cain)

- Sanitary & Combined Sewers – Major Projects.
- Storm Sewers – Major Projects.
- Sanitary/Combined/Storm Sewer Maintenance - Consent Order.
- See presentation for more details.

## Account Balances as of 10/31/2022

General Fund	\$ 404,890
Escrow	\$ 251,027 (2022 Reserve)
Highway Maintenance (Liquid Fuels)	\$ 113,514
Capital Improvements	\$ 319,365 (Calhoun/PW-Truck)
Police DEA Task Force	\$ 13,791
Police Pension Fund	\$ 84,336
Service Employee Pension Fund	\$ 42,209
Penn Vest Reimbursements	\$ 38,724
Sanitation	\$ 1,320
Sewer Fund	\$ 1,089,860

## **Preliminary Legislation for Next Week:**

- **Approve October 2022 Legislative Council/Caucus Meeting Minutes.**
- **Approve and ratify all bills paid and to be paid for the month of November 2022.**
- **Motion to accept a bid for \$25,000.00 from DJ Demo for Steel Rivers COG under the Blight Removal Program Act 152 (2021-BRP-026) for the demolition of 308 Walnut Street.**
- **Motion to pass Resolution allowing for the acceptance of Act 57 requiring taxing districts to waive additional charges on a real estate tax bill under certain circumstances if a property owner did not receive their tax bill and the waiver is requested within a year of the transfer of property.**
- **Motion to hire Dan Churma as Warden (part-time) for West Homestead Police Department pending the passing of all required physical and drug testing and clearances.**

**End of Meeting at 7:50 P.M.**