

CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

December 9, 2019

The following elected officials were present: M. Heckmann; N. Kovach; B. Oates; M. Randazzo; D. Swisher; M. Warhold; D. Baumgarten; E. O'Malley. Council Member T. Kirsch was absent. The following appointed officials were present: T. Hartswick, Borough Manager; B. McKeown, Police Lieutenant; P. Vietmeier, Codes Official; D. Biondo, Solicitor.

The minutes of the November 24, 2019 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Swisher seconded; all in favor; motion carried.

Mr. Heckmann opened the public comment section for agenda items. Bettina Jones addressed council regarding her resignation effective December 20, 2019. Ms. Jones will be moving to Washington D.C. to work for the Appalachian Commission. Ms. Jones stated that her position with the borough has been very informative and added that she has grown and developed in this position. Although sad to be leaving, Ms. Jones is excited to see what happens next for the borough and CSRC. Ms. Jones thanked council for the opportunity to work with the residents and business owners of Castle Shannon Borough. Mr. Heckmann stated that the original position lacked clarity and direction, and Ms. Jones provided the leadership necessary for the next candidate. Council thanked Ms. Jones for her exemplary work and wished her well in her new job.

Public Hearing: The 2020 tax levy ordinance and associated proposed budgets were duly advertised and placed on display at the library and municipal center for public inspection. Mr. Swisher thanked everyone who provided input into the budgetary process. Mr. Heckmann opened the public hearing on Tax Levy Ordinance #923 and the 2020 proposed budgets. No comments were received; therefore, the public hearing was closed. Mr. Hartswick listed the millage rates in the ordinance and noted that the budget contained a .48 mill increase specifically to establish funds for a mandated pollution reduction control plan for stream bank restoration (an MS4 storm water project). Mr. Swisher motioned to adopt Tax Levy Ordinance #923 and accept the 2020 Budgets; Mr. Oates seconded; all in favor; motion carried.

Real Estate Tax Collector: Ms. O'Malley reported November collections of \$14,822.60 for a total year to date of \$3,388,029.32. This is still a 94% collection rate.

Mr. Hartswick stated that the borough's taxable valuation increased by \$5,000,000 since January 2019.

Council Committee Reports:

Public Relations/Communications – Mr. Heckmann stated that a public listing will be posted December 16th for the Keystone Community Coordinator position. Applicants must submit a resume and cover letter by January 20th.

Building & Grounds/Public Works – Public Works is prepared for winter weather with sufficient salt in storage at this time.

Ms. Kovach coordinated downtown Christmas décor with Public Works Foreman Bob Ausman and noted that the lighted garland, holiday banners and Christmas tree look very nice.

Mr. Heckmann noted that the municipal center and public works garage were also decorated. Ms. Kovach added that the administrative staff and public works always decorate the municipal center beautifully for the holidays.

Public Safety – Lt. McKeown stated that a grant will be received for \$7,000 for the body worn cameras purchase.

Finance – Mr. Swisher reviewed the check registers from November 26th and December 5th and had no questions. Mr. Warhold motioned to approve the treasurer’s report; Mr. Swisher seconded; all in favor; motion carried.

Community Activities/Planning & Codes – Mr. Warhold said the Lebanon Shops Cookies and Caroling event was enjoyed by all.

Ms. Kovach reported that fourteen businesses participated in the Downtown Cookie Walk. Mr. Warhold and his wife also attended. It was a nice community engagement event.

Ms. Jones discussed the outside decorating contest for businesses and residences. Applicants should email photographs to bjones@csboro.org. Photographs will be voted on by social media likes.

Library – Marilyn Jenkins, Executive Director of the Allegheny County Library Association attended the last board meeting. Library funding was increased this year. The Love Your Library Campaign for Allegheny County raised over \$1 million and had over 7,000 donors, including 1,300 new donors.

The library board voted to donate to the Castle Shannon Volunteer Fire Department’s fall/winter fund drive.

Poinsettias are for sale at the library for \$10 each. Enjoy books are also on sale for \$30.

The library calendar is filling up for 2020 with events and programs.

ACBA – Mr. Warhold and Ms. Kovach will attend the general membership meeting on December 12th. Poinsettias were purchased from the library as door prizes.

Manager’s Report: Mr. Hartswick presented Resolution #687 to adjust the borough’s sewer rate to \$7.55 per thousand gallons. Ms. Kovach motioned to accept Resolution #687; Mr. Swisher seconded; all in favor; motion carried.

Mayor’s Report: Mayor Baumgarten commented that he was saddened to see Ms. Jones leave and was very happy with her accomplishments for the borough. He added that it was a pleasure to work with Ms. Jones.

Mayor Baumgarten reported that police use of radar legislation is pending, and the bill has had many amendments. The current bill excludes part-time police officers from using radar.

Public Comment: Mr. Heckmann opened the public comment. Being none; the public comment section was closed.

Other: Mr. Warhold and Mr. Swisher both extended their best wishes to Bettina. Ms. Randazzo thanked Ms. Jones for her dedicated work for the borough, and added Ms. Jones brought competency, professionalism and personality to the position. Ms. Randazzo added that it was a pleasure working with Ms. Jones. Council members once again extended their best wishes to Bettina for her future endeavors.

Ms. Kovach reported that six winners were chosen for the borough's 100th anniversary historical scavenger hunt. Names are posted on Facebook.

Mr. Heckmann announced that there will not be a council meeting on December 23rd.

Mr. Warhold motioned to adjourn; Ms. Kovach seconded; all in favor; motion carried.

Approved as presented this 6th day of January 2020.

Thomas C. Hartswick
Borough Manager

Mark J. Heckmann
President