**CASTLE SHANNON BOROUGH**

**MINUTES OF REGULAR MEETING**

November 28, 2022

The following elected officials were present: M. Heckmann; J. Maloney; W. Oates; D. Swisher; D. Baumgarten. Council Members B. Astor, N. Kovach, M. Randazzo and Tax Collector E. O’Malley were absent. The following appointed officials were present: P. Vietmeier, Codes Official; D. Biondo, Solicitor; K. Truver, Police Chief; C. Aziner, Jr. Council Person. Borough Manager K. Stringent was absent.

**Minutes:** The minutes of the November 14, 2022 council meeting were presented. Mr. Maloney motioned to approve the minutes. Mr. Swisher seconded; all in favor; motion carried.

**Public Comment – Agenda Items:** No comments were received; therefore, the public comment section was closed.

**Council Committee Reports**

**Public Relations/Communications** – Mr. Heckmann was happy to report that State Representative Jim Brewster has contacted the borough manager to set up a satellite office at the municipal center. Council looks forward to welcoming him and his staff.

**Buildings & Grounds/Public Works** – Mr. Maloney reported that public works has been installing holiday decorations in the downtown area.

The borough’s hotbox was not functioning to allow for pothole patching.

**Public Safety/Fire** – Castle Shannon Volunteer Fire Department will be hosting Castle Shannon Community Light Up “Nite” on December 4th at 6:30 pm.

**Finance** – Mr. Swisher reviewed the check register for November 18th and had no further questions. Mr. Oates motioned to approve the November check registers. Mr. Swisher seconded; all in favor; motion carried.

**Community Activities/Planning and Codes** – Thanks to Victoria Copenheaver in administration for highlighting some of the businesses on social media for Small Business Saturday. Mr. Maloney noted that the downtown area had some bustle.

**MRTSA –** The Board of Directors approved the 2023 budget and is working on a final labor agreement with employees.

Mr. Heckmann was saddened to see that a paramedic recently passed away in the line of duty from the Penn Hills/White Oak area.

**SHACOG** – Mr. Oates attended the November Board of Directors meeting in Bethel Park. The board is adjourning for the year and will reconvene in January.

**Manager:** Mr. Heckmann submitted a full and final release agreement between the borough and Gopal Poudel/Saraswati Bista for a sanitary sewer issue. Mr. Swisher motioned to authorize the appropriate officials to execute the agreement. Mr. Maloney seconded; all in favor; motion carried.

**MS4:** The borough is working on easement agreements for the Saw Mill Run Creek project.

**Mayor’s Report:** Mayor Baumgarten asked about delivery for the fall/winter newsletters. Mr. Heckmann responded that the newsletters are available digitally on the borough’s website and in print form at the municipal center and library.

**Junior Council Person:** Mr. Heckmann welcomed Ms. Claudia Aziner to her first meeting.

**Public Comment:** No comments were received; therefore, the public comment portion was closed.

**Other Business**: Nothing to report.

Mr. Maloney motioned to adjourn. Mr. Oates seconded; all in favor; motion carried.

Approved as presented this 12th day of December 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Katie M. Stringent Mark J. Heckmann

Borough Manager Council President