



**CASTLE SHANNON BOROUGH
COUNCIL REORGANIZATION MEETING AGENDA**

Tuesday, January 2, 2024

**Executive Session – 6:30 PM
Public Meeting – 7:00PM**

I. Call to Order (Mayor)

II. Reflection and Pledge of Allegiance

III. Roll Call:

Council: N. Kovach, D. Swisher, W. Oates, D. Seiler, K. Brannon
Mayor: D. Baumgarten
Tax Collector: E. O'Malley
Staff: C.M. Foote, D. Biondo, K. Truver, P. Vietmeier, J. Stanton

IV. Public Notice

A. An Executive Session was held this evening at 6:30 PM for the purpose of collecting information or educating agency members about an issue.

V. Revisions or Additions to the Agenda

VI. Council Members

A. Actions to address resignations, vacancies, and related matters.

1. Resignation of Kevin Brannon from his appointed term.
2. Appointments to vacancies or other related matters

VII. Reorganization of Borough Council

1. Oath of office and submission of affidavit of residency (administered by the Honorable David J. Barton)
2. Call to Order by The Honorable Donald Baumgarten, Mayor
3. Nomination and Election of President of Borough Council (Mayor)
4. Nomination and Election of Vice President of Borough Council (Mayor)
5. Transfer of gavel to new president of Council

VIII. Committee Appointments

1. Community Engagement/Events Committee
2. Finance Committee
3. HR/Personnel Committee
4. Policy Committee
5. Public Safety/Codes Committee
6. Public Works Committee

IX. Board Appointments

1. ACBA
2. Allegheny County Tax Collection District
3. Civil Service
4. Economic Development
5. Library
6. MRTSA
7. SHACOG
 - a. Board
 - b. Franchising Authority Board
 - c. Review Board Administrative Committee

X. Staff and Voluntary Board & Commission Appointments

1. **Suggested Motion:** Move to approve staff appointments as listed on the attached sheet.
2. SHACOG: Resolution Number 742 appointing a representative and alternate to the SHACOG Franchising Authority Board.
 - a. **Suggested Motion:** Move to adopt Resolution 742 appointing a representative and alternate to the SHACOG Franchising Authority Board.
3. SHACOG: Resolution Number 743 appointing a representative and alternate to the SHACOG Joint Rate Review Board.
 - a. **Suggested Motion:** Move to adopt Resolution 743 appointing a representative and alternate to the SHACOG Joint Rate Review Board.



XI. Public Comment

XII. Administration

A. Borough Manager's Contract

1. **Suggested Motion:** Move to approve Borough Manager's contract for the two-year term of January 1, 2024 to December 31, 2025.

XIII. Adjournment

2024 Appointments	
Position	Name
Borough Manager	Michael Foote
Secretary	Michael Foote
Treasurer	Michael Foote
Assistant Treasurer	Lori Miller
Assistant/Recording Secretary	Lori Miller
Chief of Police	Ken Truver
Borough Solicitor	Dennis Biondo
Borough Engineer	Lennon, Smith, Souleret Engineering
Flood Plain Administrator	Paul Vietmeier
Agency Open Records Officer	Michael Foote
Zoning & Code Official	Paul Vietmeier
Code Enforcement Officer	Michael Moog
Building Inspector	Building Inspection Underwriters of PA, Inc.
Building Code Official	Paul Vietmeier
Civil Service Commission	Robert Myers
Zoning Hearing Board	Clarence Soles
Planning Commission	William Grand
Allegheny County Tax Collection District - primary	
Allegheny County Tax Collection District - alternate	Michael Foote
Police Pension	Lt. D. Lane, Officer B. McKeown

VIII. A

RESOLUTION
NO. 742

**A RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE TO
THE SHACOG FRANCHISING AUTHORITY BOARD**

WHEREAS, the Borough of Castle Shannon is a member of the SHACOG
(Municipality)
Franchising Authority Program; and

WHEREAS, the Borough of Castle Shannon needs to appoint a representative
(Municipality)
and an alternate to participate on the SHACOG Franchising Authority Board.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, that:

Section 1. _____ is appointed as the representative of the
Borough of Castle Shannon to the SHACOG Franchising Authority Board and that
(Municipality)
_____ is appointed as the alternate representative.

Section 2. Each such appointee shall serve until December 31, 2025 or until a successor
is chosen.

ADOPTED this 2nd day of January, 2024.

ATTEST:

(Signature)

Borough Manager

(Title)

By: _____
(Signature)

Council President

(Title)

X. J. A.

RESOLUTION
NO. 743

**A RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE TO
THE SHACOG JOINT RATE REVIEW BOARD**

WHEREAS, the Borough of Castle Shannon is a member of the SHACOG
(Municipality)
Joint Rate Review Board, and

WHEREAS, the Borough of Castle Shannon needs to appoint a representative
(Municipality)
and an alternate to participate on the SHACOG Joint Rate Review Board.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, that:

Section 1. _____ is appointed as the representative of the
Borough of Castle Shannon to the SHACOG Joint Rate Review Board and that
(Municipality)
_____ is appointed as the alternate representative.

Section 2. Each such appointee shall serve until December 31, 2025 or until a successor is chosen.

ADOPTED this 2nd day of January, 2024.

ATTEST:

(Signature)
Borough Manager

(Title)

By: _____
(Signature)
Council President

(Title)

X.3.A.