



CASTLE SHANNON BOROUGH COUNCIL MEETING AGENDA

Monday, January 8, 2024

Executive Session – 6:00PM

Public Meeting – 7:00PM

I. Call to Order

II. Reflection and Pledge of Allegiance

III. Roll Call:

Council: N. Kovach, W. Oates, D. Swisher, 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 6:00 PM for the purpose of collecting information or educating agency members about an issue.
- B. The Council Vacancy Committee met after the January 2nd meeting to interview potential candidates for appointment to Council.

V. Revisions or Additions to the Agenda

VI. Public Comment—Agenda Items

VII. Public Presentations

- A. Sean Garin from Dinsmore & Strohl LLP to discuss Line of Credit Ordinance.
- B. Introduce Ordinance Number 937 -Castle Shannon Solid Waste Ordinance.
- C. Introduce Ordinance Number 938- Castle Shannon Recycling Ordinance

VIII. Approval of Minutes

- A. **Suggested Motion:** Move to approve the December 11, 2023 Council Business Meeting Minutes.
- B. **Suggested Motion:** Move to approve the January 2, 2024 Council Reorganization Meeting Minutes.



IX. Administration

A. Appointments to Borough Council vacancies or other related matters

1. Resolution Number 744

- a. **Suggested Motion:** Move to adopt Resolution 744 appointing _____ to Borough Council for a two-year term effective January 8, 2024.

2. Resolution Number 745

- a. **Suggested Motion:** Move to adopt Resolution 745 appointing _____ to Borough Council for a two-year term effective on or after January 13, 2024.

B. Borough Logo

1. **Suggested Motion:** Move to authorize Borough Manager to engage the services of a graphic designer to produce a digital version of the castle logo for use in multiple media channels.

X. Bid Openings, Contracts, and Resolutions

A. Award of Contract No. 23-PK12— Trails and Splash Pad Concrete

1. Independent Enterprises, Inc. was the low bidder at \$386,230.00.
2. Award of contract is subject to obtaining required insurance certificates, performance bond and payment bond, and review and approval of all documents by the Borough Solicitor.
 - a. **Suggested Motion:** Move to award Contract Number 23-PK12 (Re-bid) to Independent Enterprises, Inc. at the base bid price of \$386,230.00.

B. Resolution No. 741 establishes the Borough's Fee Schedule for 2024.

1. Staff to introduce Resolution No.741 to Council for future action.

XI. Appointments

Committees

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



Boards

1. ACBA
2. Civil Service
3. Economic Development
4. Library
5. MRTSA

6. SHACOG
 - a. Board

 - b. Franchising Authority Board
 - i. Resolution Number 742 appointing a representative and alternate to the SHACOG Franchising Authority Board.
 - 1) **Suggested Motion:** Move to adopt Resolution 742 appointing _____ as representative and _____ as alternate to the SHACOG Franchising Authority Board.

 - c. Review Board Administrative Committee
 - i. Resolution Number 743 appointing a representative and alternate to the SHACOG Joint Rate Review Board.
 - 1) **Suggested Motion:** Move to adopt Resolution 743 appointing _____ as representative and _____ as alternate to the SHACOG Joint Rate Review Board

XII. Council Committee Reports

- A. Community Engagement/Events

- B. Finance
 1. Review of Check Registers
 2. December 2023 Financial Statement
 3. Bill Pay List
 - a. **Suggested Motion:** Move to authorize the payment of all outstanding bills and invoices.

- C. HR/Personnel

- D. Policy

- E. Public Safety/Planning & Codes
 1. December Incidents Report
 2. November and December Permit Report
 3. Planning Commission
 4. CSVFD

- F. Public Works
 1. MS4



- XIII. Board Reports**
 - 1. ACBA
 - 2. Civil Service
 - a. Council acceptance of Meeting Minutes and Annual Report
 - 3. Economic Development
 - 4. Library
 - 5. MRTSA
 - 6. SHACOG

- XIV. Mayor's Report**

- XV. Manager's Report**

- XVI. Solicitor's Report**

- XVII. Real Estate Tax Collector**
 - A. Tax Collector Report

- XVIII. Public Comment— Non-Agenda Items**

- XIX. Old Business**

- XX. New Business**

- XXI. Adjournment**