

BOROUGH OF WHITE OAK
Minutes of a Council Meeting
January 20, 2020, 8:00 PM

CALL TO ORDER: Council President Charles Davis called the meeting to order at 8:02 PM.

PLEDGE OF ALLEGIANCE: Charles Davis

ROLL CALL: Charles Davis requested the roll call. In attendance was:

Elected Officials:

Mayor Ina Marton
 Charles Davis, President
 Edward Babyak
 Louis Bender
 George Dillinger
 Julie Opferman
 George Pambacas

Borough Staff and Professional Services:

Patricia McGrail, Borough Solicitor
 Kenneth Hillman, Borough Engineer
 John Palyo, Borough Manager
 MaryAnn Winemiller, Admin. Asst.

MINUTES: Louis Bender made a motion to accept the minutes of the December 16, 2019 Council meeting and the December 23, 2019 Special Meeting of Council. George Dillinger seconded the motion. The motion was unanimously approved.

EXECUTIVE SESSION: Patricia McGrail announced following the Workshop meeting of January 13, 2020 and prior to the Council meeting on January 20, 2020 Council had an Executive Session to discuss personnel and pending legal matters.

PUBLIC COMMENTS: None

PRESIDENT’S REPORT: Charles Davis
 No Report

MAYOR’S REPORT: Mayor Ina Marton provided the Police Activity Report for December 2019.

Arrests: (19 adults / 0 juvenile)	19
Assault	2
Disorderly Conduct	1
Drug Offenses (Violation of Title 35)	2
DUI	1
False Identification to Law Enforcement	1
Harassment	2
Obstructing Administration of Law or other Government Function	1
Public Drunkenness	1
Theft	8
Summary Traffic Violations	49
Total Incidents	685

COUNCIL COMMITTEE REPORTS:

FINANCE: George Dillinger presented the finance report.

George Dillinger made a motion to accept the Treasurer’s Report for December 2019. Louis Bender seconded the motion. The motion was unanimously approved.

George Dillinger made a motion approving the Check Register for the month of December, which includes Electronic Fund Transfers and General Fund Checks in the following ranges (205213 to 205314) totaling \$526,049.91. Julie Opferman seconded the motion. The motion was unanimously approved.

George Dillinger made a motion authorizing the following Interfund Transfers for the month of December. Edward Babyak seconded the motion. The motion was unanimously approved.

From	To	Amount
Liquid Fuels	General Fund	34,276.64
Solid Waste	General Fund	90,082.68
General Fund	Capital Projects	102,242.75
Post Retirement	General Fund	63.95
General Fund	Post Retirement	94,903.00
Total Transfers		\$321,569.02

George Dillinger informed everyone that White Oak Borough ended 2019 with a balance of \$4.858 million in revenues and expenditures for the year totaling \$4.552 million leaving an excess of \$305,000.00 of revenues after expenses. An approximate Fund Balance of \$3 million.

HEALTH, ENVIRONMENT AND CABLE: George Pambacas presented the health, environment and cable report.

George Pambacas made a motion to authorize payment to Dave Collura, for Wildlife Control Services, in the amount of \$600.00 for the month of December 2019. Edward Babyak seconded the motion. The motion was unanimously approved.

George Pambacas made a motion to satisfy the following liens as paid in full. George Dillinger seconded the motion. The motion was unanimously approved

Lot & Block	Lien Number
461-G-230	GD-11-20770 GD-16-002611
551-F-171	GD-19-002213
551-F-210	GD-16-005484
462-M-133	GD-16-00236
461-K-115	GD-16-003824

PARKS AND RECREATION: Julie Opferman
No Report

PLANNING AND ZONING: Edward Babyak

No Report - The monthly permit/violation report for December is available for review during normal business hours.

PUBLIC SAFETY REPORT: Louis Bender

No Report

PUBLIC WORKS: Kenneth Robb

No Report - The monthly report for December is available for review during normal business hours.

PERSONNEL: Charles Davis

No Report

TAX COLLECTORS' REPORTS: Charles Davis

George Dillinger made a Motion to accept the Tax Collectors' Reports and pay the commissions and fees due. Edward Babyak seconded the motion. The motion was unanimously approved.

Current Real Estate – Real Estate Tax Collector (Lisa Pitchford) collected \$27,952.38 current Real Estate Tax for the collection period of December, 2019.

Commission Due	\$191.25
Costs	\$0.00
Total Due	\$191.25

Delinquent/Liened Real Estate

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector(s) collected \$11,412.27 plus costs in delinquent Real Estate Tax for the collection period of December 1, 2019 – December 31, 2019

Commission Due	\$440.15
Costs	\$0.00
Total Due	\$440.15

Earned Income Tax

Keystone Collections Group, Current/Delinquent Earned Income Tax Collector(s) collected \$91,995.61 in current and delinquent Earned Income Tax for the collection period of December, 2019.

Commission Due	\$1,335.76
Costs (refunds/postage and/or costs)	\$18.58
TCC Annual Fee	\$0.00
Total Due	\$1,354.34

Berkheimer Associates, Current/Delinquent Earned Income Tax Collector(s) collected \$-87.71 in current and delinquent Earned Income Tax for the collection period of December, 2019.

Commission Due	\$0.00
Costs (refunds/postage and/or costs)	\$0.00
Total Due	\$ 0.00

Mercantile/Business Privilege and Local Service Tax

Keystone Collections Group, Current Act 511 Tax Collector, collected \$0.00 in current Local Service Tax for the collection period of December, 2019.

Commission Due	\$0.00
Refund	\$0.00
Costs (postage and/or costs)	\$0.00
Total Due	\$0.00

Keystone Collections Group, current Business Privilege and Mercantile Tax Collector, collected \$95.00 in Business Privilege and \$5.00 in Mercantile Tax collections for the December 2019 collection period.

Commission Due	\$3.00
Costs	\$0.00
Total Due	\$3.00

Keystone Collections Group, delinquent Business Privilege and Mercantile Tax Collector, collected \$ 585.09 in delinquent Business Privilege Tax and \$483.54 in delinquent Mercantile Tax for the collection period of December 1, 2019 – December 31, 2019.

Commission Due	\$64.11
Costs	\$.00
Total Due	\$64.11

ENGINEER’S REPORT: Mr. Ken Hillman

Edward Babyak made a motion to accept the Engineer’s Report and pay the fees due to Senate Engineering Company for Invoices #56551 through #56553, dated December 18, 2019, and Invoices 56606 through 56611, dated December 31, 2019 with a grand total of \$ 20,158.75. Louis Bender seconded the motion. The motion was unanimously approved.

George Dillinger made a motion to approve invoice #3-19090 dated January 10, 2020 in the amount of \$ 10,875.00 payable to GeoMechanics, Inc. for services related to the Center Street Extension project. (This was reviewed and approved by the Engineer.) Louis Bender seconded the motion. The motion was unanimously approved

SOLICITOR’S REPORT: Patricia McGrail presented the Report in Executive Session.

Patricia McGrail stated her office is working to get Titles cleared for the three Demo properties

George Dillinger made a motion to accept the “Letter of Engagement” as provided by McGrail and Associates, LLC and authorize the President and Borough Manager to sign the document. George Pambacas seconded the motion. The motion was unanimously approved

RESOLUTIONS AND ORDINANCES: Patricia McGrail

Resolution #2020-04

Edward Babyak made a motion to approve Resolution of Council of the Borough of White Oak authorizing the appropriate signatories as President, Vice President, President Pro-Tem, Chair of Finance Committee and Borough Manager on our PNC Bank Accounts ending in 7237, 5257, 3511, 7261, 7245, 3503, 7253, 7288, 7296. Julie Opferman seconded the motion. The motion was unanimously approved.

Resolution #2020-05

George Pambacas made a motion to approve Resolution of Council of the Borough of White Oak authorizing the appropriate signatories as President, Vice President, President Pro-Tem, Chair of Finance Committee and Borough Manager on our PNC Bank Account ending in 4503. Charles Davis seconded the motion. The motion was unanimously approved.

Resolution #2020-06

George Pambacas made a motion to approve Resolution of Council of the Borough of White Oak authorizing the appropriate signatories as President, Vice President, President Pro-Tem, Chair of Finance Committee and Borough Manager on our First Commonwealth Bank account ending in 6306. Edward Babyak seconded the motion. The motion was unanimously approved.

Resolution #2020-07

Louis Bender made a motion to approve Resolution of Council of the Borough of White Oak authorizing the appropriate signatories as President, Vice President, President Pro-Tem, Chair of Finance Committee and Borough Manager on our First Commonwealth Bank account ending in 6660. Edward Babyak seconded the motion. The motion was unanimously approved.

Resolution #2020-08

George Pambacas made a motion to approve Resolution of Council of the Borough of White Oak approving the Pardoe Consolidation Plan as approved by the White Oak Borough Planning Commission. Edward Babyak seconded the motion. The motion was unanimously approved.

NEW BUSINESS: None

OLD BUSINESS: None

ANNOUNCEMENTS:

- Monday, February 10, 2020, 6:45 PM – Council Workshop Meeting (Open to the Public)
- Monday, February 17, 2020, 6:45 PM – Council Workshop Meeting (Open to the Public)
 - 8:00 PM – Council Meeting (Open to the Public)

ADJOURNMENT: Julie Opferman made a motion to adjourn the meeting at 8:19 PM. George Pambacas seconded the motion. The motion was unanimously approved.

Respectfully submitted,

John Palyo
Borough Manager, Secretary & Treasurer

Date Approved by Council