

**BOROUGH OF WHITE OAK**  
**Minutes of March 15, 2021 8:00 PM**  
**Council Meeting**

Due to the COVID-19 pandemic, our meeting was held at the White Oak Community Center located at 1796 Lower Heckman Road, White Oak, PA. Public access to this meeting was granted following mask and social distancing requirements.

**CALL TO ORDER:** Council President Charles Davis called the meeting to order at 8:00 PM.

**PLEDGE OF ALLEGIANCE:** Charles Davis

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

**Elected Officials:**

Mayor Ina Marton  
Charles Davis  
George Dillinger  
Julie Opferman  
Joseph Nagy  
George Pambacas  
Kenneth Robb  
Lou Bender

**Borough Staff and Professional Services:**

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

**MINUTES:** George Pambacas made a motion to accept the minutes of the February 22, 2021 Council Meeting. Kenneth Robb seconded the motion. The motion was unanimously approved.

**EXECUTIVE SESSION:** Patricia McGrail announced that prior to the Council meeting on March 15, 2021 Council had an Executive Session to discuss Litigation and Personnel matters.

Prior to the Public Comments, Council President Charles Davis announced that under the Pennsylvania Sunshine Act, 65 Pa.C.S. § 710.1. Public participation: The Borough of White Oak will provide an opportunity for residents and taxpayers of the Borough to make public comments. Comments are limited to three (3) minutes.

**PUBLIC COMMENTS:**

Tracy Manfredo – 1906 Dearborn Drive, White Oak, PA 15131

Ms. Manfredo stated that on Sunday March 14, 2021 she had a Cash Bash Event that was to take place in the White Oak Community Center from 1-5 pm, this event was to be broadcast live. Councilman George Pambacas arrived and stated that he had booked the room for a Meeting that was to take place at the same time. Ms. Manfredo expressed that she feels Councilman Pambacas did not treat her and her group in a professional and helpful manner. Councilman George Pambacas asked to speak with Tracy Manfredo privately and address this misunderstanding with Borough Manager John Palyo and Rick Heyz from the WOAA. Borough Manager John Palyo stated that he had no Cash Bash Event scheduled into White Oak Community Center for Sunday March 14, 2021.

Solicitor Patricia McGrail addressed Attorney Carol Flamm, who stated she should be allow to speak on behalf of her client who is a White Oak Resident. Community Cats should be amended to the current Ordinance. Solicitor McGrail stated that we should have the trial, and the court can give Council guidance on the validity of the Ordinance. Attorney Flam stated that is not the responsibility of the District Justice and Council should go to a different court for that proceeding. The citation should be rescinded. Councilman Kenneth Robb stated we should go forward with the trial to determine if ordinance is legal.

**PRESIDENT'S REPORT:** Charles Davis  
No Report

**MAYOR'S REPORT:** Mayor Ina Marton provided the Police Activity Report for February 2021.

Arrests: (10 adults / 1 juvenile)	11
Criminal Mischief	1
Driving While Operating Privilege is Suspended	1
Drug Offenses	2
DUI	2
Fleeing / Attempting to Elude Police	1
Indirect Criminal Contempt	1
Theft	2
Trespass	1
Summary of Traffic Violations	54
Total Incidents	547

**COUNCIL COMMITTEE REPORTS:**

**FINANCE:** George Dillinger

George Dillinger made a motion to accept the Treasurer's Report for February 2021. Kenneth Robb seconded the motion. The motion was unanimously approved.

George Dillinger made a motion approving the Check Register for the month of February, which includes Electronic Fund Transfers and General Fund Checks in the following ranges (206747 to 206889) totaling \$609,982.61. Julie Opferman seconded the motion. The motion was unanimously approved.

George Dillinger made a motion authorizing the following Interfund Transfers for the month of February. Kenneth Robb seconded the motion. The motion was unanimously approved.

From	To	Amount
Liquid Fuels	General Fund	72,674.22
Solid Waste	General Fund	39,821.86
Post Retirement	General Fund	888.22
Fire Fund – RVFC*	General Fund	150,000.00
General Fund	Capital Projects	8,818.35
Total Transfers		\$272,202.65

\*New Truck down payment

George Dillinger made a motion to award the Audit Proposal for the years ending December 31, 2019 through 2021 to Mark C. Turnley, CPA in an amount of \$ 8,500.00 per year for the full GAAP Audit, including the Financial Report to the PA DCED. Julie Opferman seconded the motion. The motion was unanimously approved.

**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 February 2021. Julie Opferman seconded the motion. The motion was unanimously approved.

George Pambacas made a motion to authorize payment to Sable Kennel, for animal control services, in an amount of \$200.00 for services in the month of February 2021. (This is an hourly rate not a contractual rate for service.) Julie Opferman seconded the motion. The motion was unanimously approved.

George Pambacas announced that White Oak Borough Annual Clean Up Day is Saturday April 24, 2021.

**PARKS AND RECREATION:** Julie Opferman

Julie Opferman made a motion to enter into a Memorandum of Understanding with the White Oak Lions Club for the construction of a pavilion located at the Heritage Hills Park and authorize the President and Borough Manager to sign on behalf of the Borough. Joseph Nagy seconded the motion. The motion was unanimously approved.

Councilwoman Julie Opferman made the following Announcements:

White Oak Borough Easter Egg Hunt is scheduled for Saturday, April 3<sup>rd</sup> at Heritage Hill Park. We will be honoring social distancing and mask requirements for the event. Please bring your own basket. Age grouping is as follows: Ages 3 and under at 10:00 AM; Ages 4 to 7 at 10:30 AM; and Ages 8 – 10 at 11:00 AM.

White Oak's Heritage Hill Park Pool 2021 Updates: Due to COVID-19 Restrictions, there will be no daily admissions, only passholders.

Council had a discussion concerning Non - Refundable Passes, 3 Monthly Passes versus 1 Season Pass, Vending Machines in the Concession Area with area Restaurant Menus for ordering food to the Pool (this is to keep in line with PA COVID Guidelines).

**PLANNING AND ZONING:** Joseph Nagy

The monthly permit/violation reports for February are available for review during normal business hours.

**PUBLIC SAFETY REPORT:** Louis Bender  
No Report

**PUBLIC WORKS:** Kenneth Robb

The monthly reports for February are 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. Kenneth Robb seconded the motion. The motion was unanimously approved.

**Current Real Estate** – Real Estate Tax Collector (Lisa Pitchford) collected \$0.00 current Real Estate Tax for the collection period of February, 2021.

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

**Delinquent/Liened Real Estate**

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector(s) collected \$27,087.64 plus costs in delinquent Real Estate Tax for the collection period of February 1 – February 28, 2021.

Commission Due	\$1,550.06
Costs	\$314.48
Total Due	\$1,864.54

**Earned Income Tax**

Keystone Collections Group, Current/Delinquent Earned Income Tax Collector(s) collected \$85,130.48 in current and delinquent Earned Income Tax for the collection period of February, 2021.

Commission Due	\$1,287.38
Costs (refunds/postage and/or costs)	\$5.00
TCC Annual Fee	\$0.00
Total Due	\$1,292.38

Berkheimer Associates, Current/Delinquent Earned Income Tax Collector(s) Collected \$159.63 in current and delinquent Earned Income Tax for the collection period of December 1, 2020 - February.28, 2021

Commission Due	\$2.27
Costs (refunds/postage and/or costs)	\$0.00
Total Due	\$2.27

**Mercantile/Business Privilege and Local Service Tax**

Keystone Collections Group, Current Act 511 Tax Collector, collected \$458.83 in current Local Service Tax for the collection period of February, 2021.

Commission Due	\$20.43
Refund	\$0.00
Costs (postage and/or costs)	\$.71
Total Due	\$21.14

Keystone Collections Group, current Business Privilege and Mercantile Tax Collector, collected \$412.88 in Business Privilege and \$5.00 in Mercantile Tax collections for the February, 2021 collection period.

Commission Due	\$ 12.54
Costs	\$ 79.61
Total Due	\$ 92.15

Keystone Collections Group, delinquent Business Privilege and Mercantile Tax Collector, collected \$329.32 delinquent Business Privilege Tax and \$.00 in delinquent Mercantile Tax for the collection period of February, 2021.

Commission Due	\$ 19.76
Costs	\$ 0.00
Total Due	\$ 19.76

**ENGINEER’S REPORT:** Mr. Ken Hillman

Kenneth Robb made a motion to accept the Engineer’s Report and pay the fees due to Senate Engineering Company for Invoices 59014 through 59020, dated March 8, 2021, totaling \$16,426.25. Joseph Nagy seconded the motion. The motion was unanimously approved

George Dillinger made a motion to award the Bid for the 2021 Street Paving Program Project to Tresco Paving Corp. the amount of \$855,580.00 for the base bid and authorize the President and Borough Manager to execute all documents pertaining to the project as recommended by our Engineer. Julie Opferman seconded the motion. The motion was unanimously approved.

Kenneth Robb made a motion to add Vermont Street and Auld Street to the 2021 Street Paving Program Project to Tresco Paving Corp. in an amount of \$ 168,555.00 and authorize the Engineer to finalize this action by developing a Change Order for the project. Julie Opferman seconded the motion. The motion was unanimously approved

George Pambacas made a motion to accept a proposal from Tresco Paving Corp. for a \$1.30 per ton credit for the removal of the existing asphalt millings pile located at Heritage Hill Park. Julie Opferman seconded the motion. The motion was unanimously approved

**SOLICITOR’S REPORT:** Ms. Patricia L. McGrail

George Dillinger made a motion to accept the Solicitor’s Report and pay the fees due to McGrail & Associates, LLC for Invoices #36711 and #36810 through #36819 dated March 15, 2021 totaling \$ 3,790.00. Joseph Nagy seconded the motion. The motion was unanimously approved

George Dillinger made a motion to satisfy L&B 461-G-40, 1218 Ohio Avenue, White Oak, PA 15131, in the amount of \$864.00, striking the lien file. Kenneth Robb seconded the motion. The motion was unanimously approved

**RESOLUTIONS AND ORDINANCES:** Ms. Patricia L. McGrail

**ORDINANCE NO. 2021-07**

Kenneth Robb made a motion to adopt an ordinance of the Borough of White Oak, County of Allegheny, Commonwealth of Pennsylvania, establishing the salaries, fees and commissions to be paid to officers of said Borough; providing for job classifications and rates of compensation to be paid to the employees of said Borough. (This Ordinance shall be known and may be cited as the "White Oak Salary Ordinance 2021.") Joseph Nagy seconded the motion. The motion was unanimously approved

**NEW BUSINESS:**

George Dillinger made a motion to change the White Oak Borough Monthly Council Meeting's start times from 8 pm to 7:30 pm and to advertise this change. Kenneth Robb seconded the motion. The motion was unanimously approved.

**OLD BUSINESS:**

None

**ANNOUNCEMENTS:**

- **April 12, 2021, 6:45 PM – Council Workshop Meeting (Open to the Public)**
- **April 19, 2021, 6:45 PM – Council Workshop Meeting (Open to the Public)**
  - **7:30 PM – Council Meeting (Open to the Public)**

**ADJOURNMENT:** Kenneth Robb made a motion to adjourn the meeting at 8:24 P.M. Joseph Nagy seconded the motion. The motion was unanimously approved.

Respectfully submitted,

*John Palyo*

March 15, 2021

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John Palyo  
Borough Manager, Secretary & Treasurer

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Date Approved by Council