

**MINUTES OF THE REGULAR MEETING  
OF WHITE OAK BOROUGH COUNCIL  
HELD MONDAY, MARCH 21, 2016 AT 8:00 P.M.**

**CALL TO ORDER**

Mr. Massung, President of Council, called the Regular Meeting to order at 8:00 p.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was given.

**ROLL CALL**

Attending were Council members: Edward Babyak, Richard Bryce (via electronic means), Charles Davis, Ronald Massung, Joseph Nagy, and David Pasternak. Also attending were Mayor Ina Marton, Solicitor Krisha DiMascio; Daniel Coffman, Engineer Representative and Borough Secretary Nancy Greenland.

Council member Kenneth Robb was absent.

**MINUTES**

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to approve the following minutes:

Minutes submitted for approval:

Workshop Meeting – January 6, 2016  
Workshop Meeting – February 3, 2016  
Workshop Meeting – March 2, 2016

Motion carried unanimously.

**EXECUTIVE SESSION**

Mrs. DiMascio stated an Executive Session was held at the Wednesday Workshop Session as well as a brief session immediately held before the Regular Meeting. Personnel matters were discussed.

**PUBLIC COMMENTS**

***James Swift – Sandy Lane – Greenock, PA***

Mr. Swift asked what the Borough could do to have additional ADA curb cuts put in the sidewalk along Lincoln Way.

Mr. Massung noted the sidewalks are part of the Lincoln Way Widening Project and he was sure that Penn DOT would be required to comply with all ADA regulations.

Ms. DiMascio stated the Borough would pass this request on to PennDOT but that we have no control over this project.

***Danielle Shiffler – 1609 Summitt Street***

Ms. Shiffler asked if the 1600 block of Summitt Street could be made one-way. She expressed concern for the children playing in the street due to traffic coming out of St. Angela's parking lot. She stated there is a lot of traffic between 5:30 and 7:00 p.m

Mr. Massung stated he would ask the police to patrol the area during those hours and advised Ms. Shiffler the neighbors in that area would need to submit a petition before Council would even consider such a request

***Dan Dougherty – WO Rotary***

Mr. Dougherty stated the Rotary was in the planning stages of the proposed band shelter to be constructed at Heritage Hill Park. There is a fund raiser (Purse Batch) set for May 7 at 5:30 p.m. He asked for the assistance of the elected officials in selling tickets.

***Dusan Grmusa – 3150 Jacks Run Road***

Mr. Grmusa indicated he was interested in getting the zoning changed for his property along Jacks Run Road. He noted he has approx. eight (8) acres.

Ms. DiMascio advised Mr. Grmusa he would need to submit an application requesting a change in the zoning and would be required to cover all fees associated with the change.

**PRESIDENT'S REPORT**

Mr. Massung announcement EQT, which provides maintenance of natural gas main lines will be starting maintenance work for a line that runs along Center St. Ext. The project is anticipated to start the first week in May and finish up the second week in June.

Mr. Babyak asked if this would interfere with the work along Stepanik Road.

Mr. Massung stated it would not.

Mr. Massung noted Duquesne Light will be installing digital meters throughout the Borough.

**MAYOR’S REPORT**

Mayor Marton gave the February 2016 Stat Report for the Police Department.

Arrests: 14 (9 adult/5 juvenile)

Criminal Trespass	4
Disorderly Conduct (One also charged with Harassment)	4*
DUI	2
Public Drunkenness	1
Theft (One also charged with resisting arrest)	2*
Theft, Motor Vehicle (Also charged with loitering/prowling, possessing instrument of crime Receiving stolen property)	1*
Summary Traffic Violations	60
Total Incidents	692

Ms. Marton announced the Rabies Clinic is set for May 14, 2016 at the municipal garage.  
Fee Residents \$5.00  
Fee Non Residents \$10.00  
Hours 12 noon until 3 p.m.

**FINANCE REPORT & COG REPRESENTATIVE**

Mr. Pasternak, Chairperson, stated he had a motion to present.

A motion was made by Mr. Pasternak, seconded by Mr. Babyak, authorizing the proper officials to enter into an agreement with Steel Rivers COG for street sweeping services, for the period of April 1 2016 to October 31, 2016 at a rate of \$80.00 per hour.

Mr. Pasternak noted this is a similar agreement the Borough has had in the past with Twin Rivers COG.

Motion carried unanimously.

Mr. Pasternak noted the check register for February includes checks 108760-108762 totaling \$5,389.63 as well as checks 200003-200088 totaling \$205,669.92. All invoices are now being processed through the General Fund.

A motion was made by Mr. Pasternak, seconded by Mr. Davis to approve the check register for the month of February.

Motion carried unanimously.

## **HEALTH, ENVIRONMENT AND CABLE**

Mr. Nagy, Chairperson, advised there would be no delay in the garbage collection on Friday, March 25<sup>th</sup>, Good Friday is not a scheduled holiday for the collector.

Mr. Nagy indicted an electronic drop off program is scheduled for April the 14 between the hours of 10 am and 2 p.m. Representatives from Goodwill will be located in the parking lot of the municipal building to accept the items. Unfortunately, Goodwill will not be accepting TVs.

A motion was made by Mr. Nagy, seconded by Mr. Davis, to stratify the following liens, for delinquent garbage fees, these have been paid in full:

650-E-009	GD11-20816	551-K-283	GD11-22552
651-D-116	GD16-002600	462-H-17	GD16-002694
551-C-57	GD11-22456	461-D-216	GD11-199944
461-D-240	GD10-23938	649-F-112	GD10-24592
461-K-49	GD16-002656	461-D-194	GD11-143
551-F-146	GD16-002814	461-B-90	GD11-681
461-G-120	GD16-002728	461-L-321	GD11-450
551-B-177	GD11-2015 &GD10-239360	461-C-216	GD10-23964
649-G-53	GD11-22550		

Motion carried unanimously.

## **PARKS AND RECREATION**

Mr. Pasternak, gave Mr. Robb's Report,

Mr. Pasternak noted the Recreation Board would be sponsoring its annual Easter Egg Hunt on Saturday, March 26<sup>th</sup> at Heritage Hill Park. The event starts at 10 am.

He thanked the Board for the excellent job they did with the Craft Show.

A motion was made by Mr. Pasternak, seconded by Mr. Davis, authorizing payment in the amount of \$34,361.00 for installation of a new transfer at the new Community Center.

Motion carried unanimously.

## **PLANNING, ZONING AND CODE ENFORCEMENT**

Mr. Davis, Chairperson, noted the monthly permit/violation report is on file in the office and can be viewed during normal business hours.

## **PUBLIC SAFETY**

Mr. Babyak, Chairperson, stated the Police Department would be holding a Neighborhood Crime Prevention meeting on Wednesday, March 30<sup>th</sup> at 6:30 p.m. The event will be held in the Municipal Building.

Mr. Babyak indicated the department raised \$6,541.00 for the local food bank from the Tips for Cops event. He thanked Sgt. Hetherington and Officer Haines for their work in planning the event.

Mr. Babyak recognized Officer Bushik who participated in all four (4) dates set for the Cops and Kids Basketball event.

Mr. Babyak thanked the owner of Zeibart in McKeesport for detailing the cars over the winter at no charge.

A motion was made by Mr. Babyak, seconded by Mr. Davis, authorizing the purchase of a new computer server for the department. Cost not to exceed \$3,000.00.

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Nagy, authorizing the purchase of a new fax machine. Cost not to exceed \$800.00.

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Nagy, authorizing the purchase/installation of a key pad entry system at the rear door to the police department. Cost not to exceed \$1,190.00.

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Nagy, authorizing the purchase of a camera system to be installed for security purposes in the police department. Cost not to exceed \$3,850.00

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Bryce, authorizing the purchase of two new police vehicles. Cost not to exceed \$69,273.00. The purchase is being made through a co-operative purchasing agreement.

Motion carried unanimously.

## **PUBLIC WORKS**

Mr. Bryce, Chairperson, stated the monthly activity report can be viewed at the office during normal business hours.

Mr. Bryce noted he spoke with the contractor for the Stepanik Road Project and everything but the paving has been completed. He advised all of the residents are pleased with the work and co-operation.

## **TAX COLLECTOR'S REPORT**

### **Current Real Estate**

Lisa Pitchford, Current Tax Collector, turned in \$0.00 on the 2015 Tax Duplicate, for the period of February 1, 2016 – February 29, 2016.

Commission Due: \$0.00 (0 Accounts X \$3.75 per line)

Assessed Value	\$390,220,757.00
Exonerations (Less)	\$ 7,422,900.00
Additions	\$ 2,066,600.00
Adjusted Value	\$384,864,457.00
Value of Statements	\$ 1,793,468.37
Act 77 (Less)	\$ 45,268.80
Corrected Value of Statements	\$ 1,748,199.57
Collected from – 2/01/16 – 2/29/16	\$ 0.00
Discount (add)	\$ 0.00
Less Penalty (sub)	\$ 0.00
Other (over/under) + (overpayment)	\$ 0.00
Total Credited to Duplicate	\$ 0.00
Amount Previously Collected	\$ 1,677,130.95
Total Collections	<u>\$ 1,677,130.95</u>
Balance to be collected	\$ 71,068.62

### **Delinquent/Liened Real Estate**

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector, turned in \$17,1453.70 in taxes and costs for the collection period of January 26, 2016 to February 25, 2016.

<b>Commission due</b>	<b>- \$ 418.85</b>
<b>Costs</b>	<b>- \$ 275.50</b> (Lien Satisfaction/Judgement)
<b>Total Due</b>	<b>- \$ 694.35</b>

**Earned Income Tax Collector**

Current/Delinquent Earned Income Tax Collector(s), turned in \$107,877.93 in current and delinquent Earned Income Tax for the collection period of February 1, 2016 – February 29, 2016.

<b>Commission due</b>	- \$	<b>1,321.75</b>
<b>Costs</b>	- \$	<b>58.80 (postage and/or costs)</b>
<b>Total Due</b>	- \$	<b>1,380.55</b>

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

Keystone Collections Group, Current Act 511 Tax Collector, turned in \$1,537.47 in Local Service Tax for the collection period of February 1, 2016 – February 29, 2016.

<b>Commission due</b>	- \$	<b>30.43</b>
<b>Costs</b>	- \$	<b>0.00</b>
<b>Total Due</b>	- \$	<b>30.43</b>

Keystone Collections Group, Current Business Privilege and Mercantile Tax Collector, turned in \$6,231.30 in Business Privilege and \$618.00 in Mercantile Tax collections plus costs for the collection period January 26, 2015 – February 25, 2016.

<b>Commission due</b>	- \$	<b>205.48</b>
<b>Costs</b>	- \$	<b>100.72 (Mailing 722 Tax Packets)</b>
<b>Total Due</b>	- \$	<b>4.23</b>

Keystone Collections Group, Delinquent Act 511 Tax Collector, turned in \$2,252.12 in delinquent Business Privilege Tax, \$271.15 in delinquent Mercantile Tax for the collection period of January 26, 2016 - February 25, 2016.

<b>Commission due</b>	- \$	<b>430.37</b>
<b>Costs</b>	- \$	<b>0.00</b>
<b>Total Due</b>	- \$	<b>430.37</b>

A motion was made by Mr. Babyak, seconded by Mr. Nagy, to accept the Tax Collectors' Reports and pay the fees due.

Motion carried unanimously.

**ENGINEER'S REPORT**

Mr. Coffman stated he gave his report to Council at the Workshop Meeting.

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to accept the Engineer's Report and pay invoices 315297 & -3152372, dated January 28, 2016, totaling \$15,599.14.

Motion carried unanimously.

Mr. Coffman asked for a motion to approve and make payment to the following contractors for the Community Center project.

Contract A	TBI Contracting Payment Application #3 and #4	93,600.
Contract B	Tedesco Excavating, Application #4	2,145.10
Contract D	Allegheny City Electric Application #3 and #4	10,552.50

A motion was made by Mr. Pasternak, seconded by Mr. Davis, authorizing payment.

Motion carried unanimously.

A motion was made by Mr. Pasternak, seconded by Mr. Babyak, to approve a change order for the new pad at the community center. Cost is not to exceed #32,450.61.

Motion carried unanimously.

**SOLICITOR’S REPORT**

Mrs. DiMascio noted she presented her report during Executive Session.

A motion was made by Mr. Babyak seconded by Mr. Pasternak, to accept the Solicitor’s Report and pay the fees due Dodaro, Matta & Cambest for Invoice 14814, dated March 16, 2016 in the amount of \$3,524.00.

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Bryce, to pay the fees due Dodaro, Matta & Cambest for Invoice 14764, totaling \$6,000.00. The fee is for filing the garbage liens.

Motion carried unanimously.

**ANIMAL CONTROL OFFICERS’ REPORTS**

Mr. Nagy read the Wildlife Officer’s Reports for the month of February.

**Dave Collura – Wildlife Control, Services Rendered in February 2016**

	Live Trap	Road Kill	Disposal and After Hours Calls
Deer	0	0	3
Bats	0	0	
Birds/Fowl/Turkey	0	0	
Cats	0	0	
Chipmunk	0	0	

Groundhogs	0	0	
Opossums	0	0	
Rabbits	0	0	
Raccoons	0	0	
Skunks	0	0	
Squirrels	0	0	
Snakes	0	0	
Turtles	0	0	
<b>Total Due</b>	<b>\$350.00</b>	<b>\$140.00</b>	<b>\$ 60.00</b>

**Grand Total: \$550.00**

A motion was made by Mr. Nagy, seconded by Mr. Babyak, to accept the Wildlife Control officer's report for the months of February and pay the fees due of \$550.00.

Motion carried unanimously.

**Gaydos-Behanna Kennel**

	<b>February</b>
Number of Animals Humanely Disposed of	0
Number of Animals Turned over to WOASH	0
Number of Dogs Returned to Owners	0
Number of Calls Answered from Residents	2
Number of Calls Answered from Municipal Officers	2
Dead Animal Pickup	0
Number of Persons Information Signed Against	0
Number of Citations Issued	0
Number of Claims to State for Housing	0
Monthly Fee	75.00
After Hour/Holiday/Weekend Calls	0.00
<b>TOTAL DUE</b>	<b>125.00</b>

A motion was made by Mr. Nagy, seconded by Mr. Babyak, to accept the Animal Control officer's report for the months of February the fees due totaling \$125.00.

Motion carried unanimously.

**RESOLUTIONS AND ORDINANCES**

Ms. DiMascio read Resolution No. 4080 by short title for adoption.

**R-4080 Real Estate Tax Refunds**

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to adopt Resolution No. 4080

Motion carried unanimously.

Mr. Massung declared Resolution No. 4080 adopted.

Ms. DiMascio read Ordinance No. 4081 by short title for adoption.

**O-4081 First Advertisement – INCREASE INDEBTEDNESS \$600,000**

A motion was made by Mr. Davis, seconded by Mr. Pasternak, to adopt Ordinance No. 4081.

Motion carried unanimously.

Mr. Massung declared Ordinance No. 4081 adopted.

Ms. DiMascio read Resolution No. 4082 by short title for adoption.

**R-4082 Liaison Between Borough and Berkheimer Tax Collection**

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to adopt Resolution No. 4082

Motion carried unanimously.

Mr. Massung declared Resolution No. 4082 adopted.

Ms. DiMascio read Ordinance No. 4083 by short title for adoption.

**O-4083 Authorizing Participation in the Tri-COG Land Banking Program**

A motion was made by Mr. Davis, seconded by Mr. Pasternak, to adopt Ordinance No. 4083.

Motion carried unanimously.

Mr. Massung declared Ordinance No. 4083 adopted

**COMMUNICATIONS**

None

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**ADJOURNMENT**

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to adjourn.

Motion carried unanimously.

Meeting adjourned at 8:27 p.m.

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Date Approved

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Borough Secretary