

**MINUTES OF THE REGULAR MEETING  
OF WHITE OAK BOROUGH COUNCIL  
HELD MONDAY, JUNE 20, 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, Ronald Massung, Joseph Nagy, David Pasternak and Ken Robb. Also attending were Solicitor Mark Boring, Daniel Coffman, Engineer Representative and Borough Secretary Nancy Greenland.

Council member Charles Davis and Mayor Ina Marton were absent.

**MINUTES**

The following Minutes were submitted for approval:

Workshop Meeting – May 16, 2016  
Regular Meeting – May 16, 2016  
Workshop Meeting – June 1, 2016

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to approve the Minutes submitted for approval.

Motion carried unanimously.

**EXECUTIVE SESSION**

Mr. Boring stated he had nothing to report at this time.

**PUBLIC COMMENTS**

Tony Consales – 235 Carmella Drive

Stated he felt his property had been charged/liened for unpaid garbage fees in error. He stated he has a three (3) unit residential structure on Carmella Drive.

Mr. Massung stated he would have the staff check on this issue for him.

## **PRESIDENT'S REPORT**

Mr. Massung reported Allegheny County is again sponsoring the Vacant Property Recovery Program – 2016 Side Yard & Blighted Structure Program. Information about this program is available on the Allegheny County's Economic Development as well as White Oak Borough's Website.

## **MAYOR'S REPORT**

There was no report given in the absence of the Mayor.

## **FINANCE REPORT**

Mr. Pasternak, Mr. Robb gave the Finance Report.

Treasurer's Report – May 31, 2016

Fund Name	GL #	Beg Balance	Revenues	Expenditures	End Balance
General Fund-PNC	102000	812,344.79	1,787,286.07	287,905.33	2,311,725.53
-S&T	109000	352,451.66	2.99	0.00	352,454.65
-	116000	26,324.06	1,001.18	0.00	27,325.24
PNC(escrow)					
Fire Fund – PNC (RVFC)	100010	10,882.30	0.00	1,632.70	9,249.60
PNC (RVFC)	101000	168,568.09	44.22	0.00	168,612.31
PNC (WO#1)	102002	189,423.94	41.40	3.00	189,462.34
Post Retirement - PNC	100000	19,141.99	0.84	0.00	19,142.83
1 <sup>st</sup> Comm	103001	660,051.25	87.09	0.00	660,138.34
Solid Waste – PNC	102003	580,835.95	38,848.76	102,416.72	517,267.99
Pool – PNC	100008	109,768.06	14,555.00	19,067.58	105,255.48
Capital Projects – PNC	102004	452,373.14	7.48	322,524.90	129,855.72
Liquid Fuels – PNC	102005	252,470.84	10.72	19,719.08	232,762.48
Construction Fund – 1 <sup>st</sup> Comm	103000	1.00	0.00	0.00	1.00

A motion was made by Mr. Pasternak, seconded by Mr. Nagy, to approve the Treasurer's Report as of May 31, 2015.

Motion carried unanimously. (Roll Call Vote)

A motion was made by Mr. Pasternak, seconded by Mr. Bryce, to reset the estimated monthly costs from \$1,757.00 to \$1,543.00 for Bookminders.

Motion carried unanimously. (Roll Call Vote)

A motion was made by Mr. Pasternak, seconded by Mr. Robb, to sign an amendment to the current auditing contract with Maher Duessel to comply with current regulations. There will be no increase in the fee.

Motion carried unanimously.

## **HEALTH, ENVIRONMENT AND CABLE**

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

A motion was made by Mr. Nagy, seconded by Mr. Robb, to satisfy the following liens – these have been paid in full:

Name of Owner	Address	Lot and Block	Lien Number
MCCARTHY	2021 Fawcett	551-J-222	GD16-002303
BOWMAN	1102 Vermont	461-D-98	GD16-006269
DAWSON	2211 Cypress	551-N-345	GD16-004489
KIGER	1702 Lincoln	551-A-37	GD16-004505
BREED/TONIOLO	807 Maple	460-R-309	GD16-006397
SCHORK	1412 Kansas	461-H-374	GD16-004562
HILL/ALMANSOURI	1603 Fawcett	461-S-169	GD16-004522
MOONIS	1153 Pennsylvania	461-G-101	GD16-004517
KOWALSKI	3101 Quay	461-D-139	GD16-006375

Motion carried unanimously.

## **PARKS AND RECREATION**

Mr. Robb, Chairperson, announced the following:

- Recreation Board will be holding a Summer Craft Show on Saturday, July 23<sup>rd</sup> at WOOA from 10 am until 4 pm
- Recreation Board will be holding an evening swim, weather permitting on Friday, July 15 from 7 pm until 10 pm

A motion was made by Mr. Robb, seconded by Mr. Nagy, to approve the new lease with WOOA.

Motion carried unanimously.

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

Mr. Pasternak announced the Borough would be receiving \$26,000. To cover a portion of the estimated cost for demolition of the following sites:

1111 California Avenue, 816 Sally Street, 736 O'Neil Blvd., 602 New Jersey Avenue

The estimated cost for this project is \$32,500.00.

A motion was made by Mr. Pasternak, seconded by Mr. Bryce, authorizing the proper officials to file liens for lawn care fees performed by the Borough in 2015.

Name of Owner	Address	Lot and Block	Amount
RENO, Myrtle & John	Capital & Jersey	460-S-237	80.00
SCHMIDT, Francis & Donna	129 Congress	460-R-199	170.00
NEEL, Thomas	215 Circle	650-M-102	170.00
MAYER, Paul & Louise	2214 Hemlock	551-N-133	335.00
BLON, Richard L.	2602 Henderson	551-E-297	200.00
KUHNS, Irwin & Stella	Kelly & California	550-N-262	170.00
MILLER, Harry & Doris	483 McCully	461-P-237	230.00
INDYK, Helen	1015 Vermont	461-D-112	200.00
MCCLEARY, WD & FD	Vermont and Capitol	461-D-110	182.50

Motion carried unanimously.

## **PUBLIC SAFETY**

Mr. Babyak, Chairperson, stated he had several motions to introduce.

A motion was made by Mr. Babyak, seconded by Mr. Nagy, to appoint Daniel Beisler, as Solicitor, to the Civil Service Commission.

Motion carried unanimously.

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, to accept the resignation of Shirley Riemenschneider, as a crossing guard.

Motion carried unanimously.

## **PUBLIC WORKS**

Mr. Bryce stated the monthly Activity Report would be available during normal business hours.

A motion was made by Mr. Bryce, seconded by Mr. Robb, authorizing the proper officials to sign an amendment to the Rock Salt Agreement with Cargill, in order to store our 2015/16 undelivered required quantity.

Motion carried unanimously.

## **TAX COLLECTOR'S REPORT**

### **Current Real Estate**

Lisa Pitchford, Current Tax Collector, turned in \$1,105,531.45 on the 2016 Tax Duplicate, for the period of May 1, 2016 – May 31, 2016.

Commission Due: \$7,758.75 (2,069 Accounts X \$3.75 per line)

Assessed Value	\$385,859,157.00
Exonerations (Less)	\$ 190,100.00
Additions	\$ 265,400.00
Adjusted Value	\$385,934,457.00
Value of Statements	\$ 1,991,421.80
Act 77 (Less)	\$ 48,821.39
Corrected Value of Statements	\$ 1,942,600.41
Collected from -5/01/16 – 5/31/16	\$ 1,083,765.93
Discount (add)	\$ 22,110.66
Less Penalty (sub)	\$ 0.00
Other (over/under) + (overpayment)	\$ 345.14
Total Credited to Duplicate	\$ 1,105,531.45
Amount Previously Collected	\$ 480,431.29
Total Collections	\$ 1,585,962.74
Balance to be collected	\$ 356,637.67

### Delinquent/Liened Real Estate

Keystone Collections Group, Delinquent/Liened Real Estate Tax Collector, turned in \$5,464.14 in taxes and costs for the collection period of April 26, 2016 to May 25, 2016.

<b>Commission due</b>	- \$	<b>23.65</b>	
<b>Costs</b>	- \$	<b>5.00</b>	(Judgement/Lien Satisfaction)
<b>Total Due</b>	- \$	<b>28.65</b>	

### Earned Income Tax Collector

Current/Delinquent Earned Income Tax Collector(s) turned in \$76,610.47 in current and delinquent Earned Income Tax for the collection period of May 1, 2016 – May 31, 2016.

<b>Commission due</b>	- \$	<b>1,018.93</b>	
<b>Costs</b>	- \$	<b>25.00</b>	(postage and/or costs)
<b>TCC Annual Fee</b>	- \$	<b>298.00</b>	
<b>Total Due</b>	- \$	<b>1,341.93</b>	

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

Keystone Collections Group, Current Act 511 Tax Collector, turned in \$7,112.15 in Local Service Tax for the collection period of May 1, 2016 – May 31, 2016.

<b>Commission due</b>	- \$	<b>140.71</b>	
<b>Costs</b>	- \$	<b>7.81</b>	(postage and/or costs)
<b>Total Due</b>	- \$	<b>23.12</b>	

Keystone Collections Group, Current Business Privilege and Mercantile Tax Collector, turned in

\$100,225.21 in Business Privilege and \$28,098.00 in Mercantile Tax collections plus costs for the collection period April 26, 2015 – May 25, 2016.

<b>Commission due</b>	- \$	<b>3,849.69</b>
<b>Costs</b>	- \$	<b>0.00</b>
<b>Total Due</b>	- \$	<b>3,849.69</b>

Keystone Collections Group, Delinquent Act 511 Tax Collector, turned in \$10,974.40 in delinquent Business Privilege Tax, \$146.44 in delinquent Mercantile Tax for the collection period of April 26, 2016 - May 25, 2016.

<b>Commission due</b>	- \$	<b>701.67</b>
<b>Costs</b>	- \$	<b>0.00</b>
<b>Total Due</b>	- \$	<b>701.67</b>

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, 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 and those items outlined continue to be worked on.

A motion was made by Mr. Pasternak, seconded by Mr. Robb, accept the Engineer's Report and pay the fees due as submitted on invoice numbers 315894, 315895 and 315896, dated May 25, 2016

Stepanik Road – Embankment Failure Project	\$2,499.06
General Items	\$ 470.26
Retainer	<u>\$ 200.00</u>
Total Due	\$3,169.32

Motion carried unanimously.

### **SOLICITOR'S REPORT**

Mr. Boring noted he gave his report during the workshop.

A motion was made by Mr. Robb, seconded by Mr. Pasternak, to accept the Solicitor's Report and pay the fees due to Krisha DiMascio of Dodaro, Matta & Cambest for June Services on Invoices dated June 16, 2016, in the amount of \$2,398.92.

Motion carried unanimously.

**ANIMAL CONTROL OFFICERS' REPORTS**

Mr. Nagy read Animal Control and Wildlife Officer's Reports for the month of May.

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

	Live Trap	Road Kill	Disposal and After Hours Calls
Deer	0	0	2
Bats	0	0	
Birds/Fowl/Turkey	0	0	
Cats	0	0	
Chipmunk	0	0	
Groundhogs	23	2	
Opossums	26	3	
Rabbits	0	2	
Raccoons	19	8	
Skunks	4	0	
Squirrels	2	1	
Snakes	0	0	
Turkey	0	1	
Turtles	0	0	
<b>Total</b>	<b>\$350.00</b>	<b>\$140.00</b>	<b>\$ 40.00</b>

**Total Due: \$530.00**

A motion was made by Mr. Nagy, seconded by Mr. Pasternak, to accept the Wildlife Control officer's report for the months of May and pay the fees due of \$530.00.

Motion carried unanimously.

**Gaydos-Behanna Kennel**

**MAY**

Number of Animals Humanely Disposed of	0
Number of Animals Turned over to WOASH	1
Number of Dogs Returned to Owners	0
Number of Calls Answered from Residents	3
Number of Calls Answered from Municipal Officers	4
Dead Animal Pickup	0
Number of Persons Information Signed Against	0
Number of Citations Issued	0
Number of Claims to State for Housing (1)	45.00
Monthly Fee	75.00
Chargeable Calls (3x\$25.00)	195.00
<b>TOTAL DUE</b>	

A motion was made by Mr. Nagy, seconded by Mr. Bryce, to accept the Animal Control officer's reports for the month of May and paying the fees due of \$195.00.

Motion carried unanimously.

## **RESOLUTIONS AND ORDINANCES**

Mr. Boring read Resolution No. 4086 by short title for adoption.

### **R-4084 REAL ESTATE TAX REFUNDS**

A motion was made by Mr. Pasternak, seconded by Mr. Bryce, to adopt Resolution No. 4084 as just read by Mrs. DiMascio.

Motion carried unanimously.

Mr. Massung declared Resolution No. 4084 adopted.

## **COMMUNICATIONS**

None

## **NEW BUSINESS**

A motion was made by Mr. Pasternak, seconded by Mr. Nagy, authorizing a drawdown of \$154,000.00 from the Borough's Line of Credit with First Commonwealth Bank. The funds will be used to cover expenses for the Community Center.

Motion carried unanimously. (Roll call)

A motion was made by Mr. Robb, seconded by Mr. Bryce authorizing payment in the amount of \$132,177.53 to TCI. This represents Payment Application #5, for the Community Center Project.

Motion carried unanimously. (Roll call)

A motion was made by Mr. Babyak, seconded by Mr. Pasternak, authorizing payment in the amount of \$21,716.17 to Allegheny City Electric. This represents Payment Application #6, for the Community Center Project.

Motion carried unanimously. (Roll call)

A motion was made by Mr. Pasternak, seconded by Mr. Robb, authorizing payment in the amount of \$33,245.00 to Geobuild, LLC. This represents Payment Application #3, for the Stepanik Road Project.

Mr. Coffman stated the normal retainage of \$2,000.00 is being held.

Motion carried unanimously. (Roll call)

**OLD BUSINESS**

None

**ADJOURNMENT**

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

Motion carried unanimously.

Meeting adjourned at 8:23 p.m.

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Date Approved

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Borough Secretary