

BOROUGH OF VANDERGRIFT

MINUTES OF THE VANDERGRIFT COUNCIL MEETING

OCTOBER 2, 2023

The Council of the Borough met in the Council Chambers of the Municipal Building at 7:00 pm, with President Chvala presiding. The Pledge of Allegiance to the Flag was recited.

MEMBERS PRESENT:

Jody Sarno	Thomas Holmes
Daisha Clayton	Marilee Kessler
Christine Wilson	Kathleen Chvala

OTHER OFFICIALS:

Lenny Collini, Mayor	Stephen DelleDonne, Secretary
Shae Kraft, Solicitor	Theresa Geltz, Assistant Secretary
Lucian Bove, Engineer	Joseph Caporali, Police Chief

MINUTES:

The Minutes of the September 5, 2023 meeting were approved by motion of Mr. Holmes , second by Ms. Clayton. Motion carried.

VISITORS:

A motion was made by Mr. Sarno , second by Mrs. Wilson, to hear from visitors at this time. Motion carried.

Don Detar, 213 Lowell Street, questioned if any thing is going to be done about trash cans being left out on the sidewalk on Lowell Street. He also questioned what can be done about dogs barking at night.

Solicitor Kraft stated that he will presenting an ordinance to address noise issues.

Lisa Dormire, Artfest Chair-V.I.P. requested permission to hold the first annual tree-lighting celebration on Friday, November 24, 2023 and support the 2024 Artfest on Sunday, July 28, 2024.

Mr. Holmes stated that Council will be instituting new parameters regarding events being held in town.

A motion was made by Mr. Sarno, second by Mr. Holmes, to return to the regular order of business. Motion carried.

MAYOR'S REPORT:

Mayor Collini stated that the Halloween Celebration Parade will be held on Saturday, October 28th, beginning at 5:00 pm and that both fire departments will be in charge of the parade.

Mayor Collini stated that "Trick-or-Treat" will be held on October 31st. He also stated that the fire department is seeking donations, of which, can be made to the "Halloween Celebration" to the First Commonwealth Bank. He stated that both fire departments and the police will be patrolling the streets.

A motion was made by Mrs. Kessler, second by Mr. Holmes, to accept the Mayor's Report. Motion carried.

SECRETARY'S REPORT:

The Secretary presented a 2023-2024 Alle-Kiski Intergovernmental Council Cooperation Agreement. He stated that the Agreement increases the Borough's share from \$947.33 to \$1,386.34, an increase of \$439.01.

Following a discussion of the importance of participating in this organization, what the benefits are, and why the increase of membership fees, Council tabled action on this matter at this time.

A motion was made by Mr. Holmes, second by Mrs. Kessler, to accept the Secretary's Report. Motion carried.

CODE OFFICER'S REPORT:

No Report

COMMUNICATIOIS & CORRESPONDENCE:

Exhibit 1-A: Lisa Dormire, Artfest Chair.

Subject: 1. Tree-Lighting Celebration Friday, November 24, 2023.
2. 2024 Artfest on Sunday, July 28, 2024.

A motion was made by Mr. Holmes, second by Mr. Sarno, to approve the Tree-Lighting Celebration, and to approve the 2024 Artfest pending a permit process. Motion carried.

REGULAR AND STATED BILLS:

A motion was made by Mr. Holmes, second by Mrs. Kessler, to pay all stated and approved bills. Motion carried.

STREET & SANITATION REPORT:

Chairperson Wilson requested that the bags to the refuse receptacles on Grant Avenue be replaced when used during events held.

A motion was made by Mr. Holmes, second by Mrs. Kessler, to accept the Street & Sanitation Report. Motion carried.

ENGINEER'S REPORT:

Engineer Bove presented and reviewed his report for the month of September. (See page 3-A)

A motion was made by Mr. Holes, second by Mr. Sarno, to accept the Engineer's Report. Motion carried.

BUDGET & FINANCE REPORT:

Chairperson Clayton stated that members of Council have been given budget reports for the General Fund, the Pool Fund, and the State Aid Fund.

A motion was made by Mr. Holmes, second by Mr. Sarno, to accept the Budget & Finance Report. Motion carried.

POLICE & PUBLIC SAFETY REPORT:

Chairperson Holmes reported that Richard Bauman, 429 Jackson Avenue, has submitted a Persons With Disability Parking Place Application. He stated that Mr. Bauman's physician has

September 5, 2023

Dear Vandergrift Council,

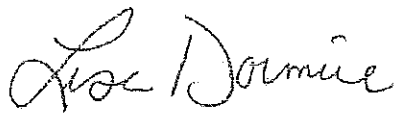
I am writing on behalf of the Vandergrift Improvement Program to seek support and approval for two special events. The first will be the annual tree-lighting celebration which we would like to host on Friday, November 24th. Last year, we held this event with the street open, but the Vandergrift PD suggested that we request a closure this year because of the numbers of people who attended. Therefore, we respectfully request that Grant Avenue between Columbia and Farragut be closed to vehicle traffic between 4 pm and 9 pm on that date, along with Farragut between Grant and 11th. Santa will arrive, the tree will be lighted, and a community choir will again perform.

Next, we would like to formally ask for your approval and support for the 2024 Artfest on Sunday, July 28, 2024. We anticipate keeping the perimeters of the event the same as they were this year. Street closures will be required from 7 am to 11 pm in order to accommodate the festival time of noon to 9 pm.

We are happy to be in touch with you throughout the year to finalize details and to again ensure that we have a safe and successful plan in place for the 2024 event. Our theme for next year will be Neverland, so we invite you to "think lovely thoughts" with us as we prepare for this wonderful event.

For now, we respectfully request that both of these events be placed on the calendar.

Gratefully,



Lisa Dormire

Artfest Chair for the Vandergrift Improvement Program

412-496-6779

Lisa.dormire@gmail.com

Engineer report and agenda items

To Stephen DelleDonne <vgborosec@comcast.net> • kathychvala@vandergriftborough.com Copy
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 Daishaclayton <daishaclayton@vandergriftborough.com> • johnuskuraitis@vandergriftborough.com •
 jodyarmo@vandergriftborough.com • Lenny Collini <lennycollini@vandergriftborough.com>

Ladies and Gentlemen,

Please see below my report and requested agenda items for the Monday, October 2, 2023 Council meeting.

Engineer Report:

1. 2023 CDBG Street Resurfacing Project –Paving work complete as of 8/2/23. Backfilling behind curbs to be done.
2. DCED 2023 Local Share Account (LSA) Category 4 Grant Application for Grant & McKinley Avenues – Application in progress to be submitted this week.
3. DCED 2023 Local Share Account (LSA) Category 4 Grant Application for Public Works Equipment – Application in progress to be submitted this week.
4. 2024 CDBG Application – Being prepared and will be submitted this week as authorized.
5. 714/716 Wallace (former church at corner of Emerson) – The former parking area in front has been restored. No plans or information received to date. *Ask Chief to concur*
6. 145 – 151 Grant Avenue Stormwater Issue – Notice of Violation sent to owners, and addresses of the properties (copies to Solicitor, Code Enforcement, etc.).
7. 302 Bryant St. ECHO Cottage - Anticipating a draft waiver from the Solicitor to protect the Borough from liability from lateral line back-ups.
8. Greenway Sign Possible Locations – Suggested several possible locations for the sign and provided maps.
9. 104 West Adams Driveway Inquiry – Based upon the location, there are 2 factors which I believe will compel the denial, if such an application is filed. There is limited sight distance due to on-street parking on the same side of the street which will require eliminating parking spaces in front of the property as well as adjacent properties to achieve the site distance (such condition will have the adverse effect of reducing on-street parking spaces). Secondly, there is not enough space to park a vehicle between the dwelling and adjacent dwellings nor is there enough space in front of the property between the porch and the sidewalk. Parked vehicles would block the sidewalk along the street within the public right-of-way (see attachment). Therefore, I request Chief Caporali review the situation to see if he concurs with my assertion. There is a 2 car garage on the alley (15th Street) behind the dwelling. There may be room for a driveway in the rear yard next to the garage, however excavation and grading will be required.

Requested agenda items:

1. Request for Reappointment as Borough Engineer – We are requesting reappointment for 2024 – 2025 (at this meeting or at the appropriate time).

If there are any other items for Engineering, please let me know. I plan to attend the meeting and will be available to answer any questions and to assist with any items duly added to the agenda during the meeting. If anyone has any questions, please feel free to contact me. Thank you.

certified that he meets the eligibility requirements set forth in the ordinance. Therefore, Mr. Holmes made a motion, second by Mr. Sarno, to approve this matter. Motion carried.

Mr. Holmes reported that John Gourley, a full-time school crossing guard, has submitted a letter of resignation, and therefore, made a motion, second by Mr. Sarno, to accept Mr. Gourley's resignation. Motion carried.

A motion was made by Mr. Holmes, second Mr. Sarno, to amend the agenda. Motion carried.

Mr. Holmes stated that Judith Holt has submitted an application for the position of full-time school crossing guard, and therefore, made a motion, second by Mr. Sarno, to hire Judith Holt to the position of full-time school crossing guard.. Motion carried.

Mr. Holmes stated the Officer Vega has indicated that she would be willing to stay on as a part-time officer, for a period of time, in an effort to help out with the scheduling issues, and therefore, made a motion, second by Mr. Sarno, to hire Ada Vega to the position of part-time police officer. Motion carried.

Chief Caporalit reported on the following activity of the Police Department for the month of September:

1. Responded to 350 calls.
2. 3-non traffic tickets.
3. 6-traffic tickets
4. 11-criminal arrests.
5. Issued 18 meter tickets and 34 illegal parked car tickets.

A motion was made by Mrs. Wilson, second by Ms. Clayton, to accept the Police & Public Safety Report. Motion carried.

BUILDING & GROUNDS REPORT:

No Report

TREE & LIGHT REPORT:

Chairperson reported that she has removed a dead Sycamore tree and all cuttings removed from the corner of Washington and Franklin Avenues.

Mrs. Kessler stated that two trees are scheduled to be removed. She also thanked Mrs. Wilson and the Borough Crew for trimming many low hanging trees, of which was a safe and cost effective.

A motion was made by Mr. Holmes, second by Mr. Sarno, to accept the Tree & Light Report. Motion carried.

GENERAL GOVERNMENT REPORT:

A motion was made by Mr. Holmes, second Mr. Sarno, amend the agenda for the purpose of acting on a personnel issue. Motion carried.

A motion was made by President Chvala, second by Mr. Holmes, to extend a conditional offer of employment, as full-time police officer, to Bethany Allera, and this offer is contingent on her successfully passing the background check pursuant to the regulations prescribed by the Municipal Police Officers Education and Training Commission. Motion carried.

A motion was made by Mr. Sarno, second by Mr. Holmes, to accept the General Government Report. Motion carried.

RECREATION REPORT:

No Report

SOLICITOR'S REPORT:

Solicitor Kraft presented a draft Ordinance No. 4-2023 amending noise disturbances to be changes between the hours of 9:00 pm to 7:00 am.

A motion was made by Mr. Holmes, second by Mr. Sarno, to approve the aforementioned matter. Motion carried.

Solicitor Kraft request Council to call an exective session for the purpose of discussing a litigation matter.

A motion was made by Mr. Holmes, second by Mr. Sarno, to accept the Solicitor's Report. Motion carried.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mrs. Kessler presented a draft application for permission to use Vandergrift Borough property. (See page 5-A)

5-A

Draft Request for use of Boro Property

Application for permission to use Vandergrift Borough property to hold an event. Please complete this form and submit to Vandergrift Borough a minimum of 60 days prior to the proposed event. A copy of proof of Liability Insurance with a minimum \$ (usually \$1M) coverage, naming Vandergrift Borough as an additional insured, must be submitted with this application. Insurance coverage certificate may be obtained directly by organization, or provided under the umbrella of an existing nonprofit organization.

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Name of Organization: _____ Name of Event: _____

Date, time and Location of Event: _____

Purpose of Event: _____

Name of contact/responsible person: _____

Cell phone: _____ Email: _____

Address: _____

Please provide a description of the activities planned:

Please provide a description of area requested for event:

Name of non-profit beneficiary: _____ Amount: _____

If not non profit, please provide information about beneficiary:

Name of person responsible for receiving and disbursing funds: _____

Cell phone: _____ Email: _____

Any financial loss on the event is solely the responsibility of the above listed applicant organization/individual. The applicant will be required to provide a \$100 clean up fee and any overtime wage reimbursement to the borough for the use of borough crew workers and borough equipment. (refundable?)

A wrap-up report must be given to the borough within 30 days following the event. NOTE: All food vendors should have county certification. All other vendors should provide evidence of insurance or sign a waiver indicating that they have personal liability insurance 'holding harmless' the event organizers and the insurance holder, if "umbrella coverage", and the Borough of Vandergrift (A sample waiver is available.)

-Only chalk is permitted to mark the location of vendor tents, no permanent ink

-Event Presenter must provide porta potties for the event with location approved by borough

-Trash Barrels must be emptied at the end of the event, and event presenter must insert new trash bags into barrels

-Security for the event must be provided/hired by the presenter for anything over and above Vandergrift Police normal daily duties

-Parking/ shuttles, if necessary, are the responsibility of the presenter, with approval of the borough prior to event

Signature of responsible party Date

Reviewed by Borough Council Date

Approved/Denied Board Meeting Date

Mrs. Kessler presented a draft application for coverage under the Vandergrift Improvement Program regarding liability insurance coverage under the V.I.P. (See page 6-B)

At 7:45 pm, a motion was made by Mr. Holmes, second by Mr. Sarno, to call an executive session of Council for the purpose of discussing a litigation matter. Motion carried.

At 8:25 pm, a motion was made by Mr. Holmes, second by Ms. Clayton, to return to the regular order of business, and to state that no action was taken during the executive session. Motion carried.

ADJOURNMENT:

A motion was made by Mrs. Kessler, second by Mr. Holmes, to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:26 pm.