

BOROUGH OF VANDERGRIFT  
MINUTES OF THE VANDERGRIFT COUNCIL MEETING  
SEPTEMBER 3, 2024

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

MEMBERS PRESENT:

Jody Sarno	Christine Wilson
Marilee Kessler	Rae Ann Bruner
Tom Holmes	Bryan Young
Daisha Clayton	

OTHER OFFICIALS:

Lenny Collini, Mayor	Stephen J. DelleDonne, Secretary
Shae Kraft, Solicitor	Theresa Geltz, Assistant Secretary
Lucian Bove, Engineer	

MINUTES:

The Minutes of the August 5, 2024 meeting were approved by motion of Mrs. Kessler, second by Mrs. Wilson. Motion carried.

VISITORS:

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

None

OPENING OF BIDS:

The Secretary opened and read aloud bids received regarding Grant & McKinley Avenue Street and Reconstruction Project. (See 1-A Bid Tabulation Sheet)

Following the opening of the aforementioned bids, a motion was made by Mrs. Wilson, second by Mr. Sarno, to award the bid to A. Liberoni, Inc, the low bidder at \$156,299.35, contingent upon the review and approval of the Borough Engineer. Motion carried.

MAYOR'S REPORT:

No Report

SECRETARY'S REPORT:

The Secretary presented and reviewed the Borough's Financial and Minimum Municipal Obligation (MMO) for the Police Pension Fund for 2025 to be \$31,892.00. (See page 2-A)

The Secretary also presented and reviewed the Borough's MMO for the Non-Uniformed Pension Plan for 2025 to be \$9,398.00 (See page 2-B)

The Secretary presented the names of Janice Oberdorf and Debi Kakias who wish to become members of the Vandergrift Planning Commission. (See page 2-C & 2-D)

A motion was made by Mr. Sarno, second by Mrs. Wilson, to appoint Janice Oberdorf and Debi Kakias to the Vandergrift Planning Commission for a 4 year term. Motion carried.

The Secretary presented a 2024-2025 Alle-Kiski Intergovernmental Council Cooperation Agreement for renewal.

A motion was made by Mr. Sarno, second by Ms. Clayton, to approval the aforementioned agreement. Motion carried.

A motion was made by Mr. Sarno, second by Ms. Bruner, to accept the Secretary's Report. Motion carried.

CODE OFFICER'S REPORT:

The Secretary reported that the Code Officer issued 58 notice violations, issued 3 citations and attended 1 court hearing.

A motion was made by Mrs. Kessler, second by Mrs. Wilson, to accept the Code Officer's Report. Motion carried.

COMMUNICATIONS & CORRESPONDENCE:

The Secretary presented and read the following communication:

Exhibit 1A: Jason Keltzer, 121 Farragut Avenue. River Valley Thunder.

J-14

**BOROUGH OF VANDERGRIFT POLICE RETIREMENT PLAN  
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION  
FOR 2025 MUNICIPAL BUDGET**

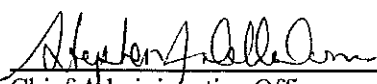
<b>A. <u>Normal Cost</u></b>		
1. Normal Cost as a Percent of Payroll		19.333%
2. Estimated 2024 Payroll for Active Participants	\$	<u>497,662</u>
3. Normal Cost (A1 x A2)	\$	<u>96,213</u>
<b>B. <u>Financial Requirement</u></b>		
1. Normal Cost (A3)	\$	96,213
2. Anticipated Insurance Premiums		0
3. Anticipated Administrative Expense		23,888
4. Amortization Payment, if any		<u>0</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$	<u>120,101</u>
<b>C. <u>Minimum Municipal Obligation</u></b>		
1. Financial Requirement (B5)	\$	120,101
2. Anticipated Employee Contributions (6.23% of Estimated Payroll)		31,004
3. Funding Adjustment, if any		<u>57,205</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$	<u>31,892</u>

**NOTES:**

1. 2025 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2025 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2025 budget along with an interest penalty.

**I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.**

Certified By:

  
Chief Administrative Officer

Sept. 3, 2024  
Date

Prepared using the January 1, 2023 Valuation.

**BOROUGH OF VANDERGRIFT NON-UNIFORMED EMPLOYEES'  
PENSION PLAN  
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION  
FOR 2025 MUNICIPAL BUDGET**

**A. Defined Contribution**

1. Employer Defined Contribution as a Percent of Payroll	3.0%
2. Estimated 2025 Payroll	\$ <u>313,265</u>
3. Total Defined Contribution (A1 x A2)	\$ <u>9,398</u>

**B. Financial Requirement and Minimum Municipal Obligation (MMO)**

1. Total Defined Contribution (A3)	\$ 9,398
2. Anticipated Administrative Expense	<u>0</u>
3. Total Financial Requirement and MMO (B1 + B2)	\$ <u>9,398</u>

**NOTES:**

1. 2025 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Actual employer obligation for 2025 will depend on actual eligible participants and payroll for 2025.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2025 budget along with an interest penalty.

**I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.**

Certified By:

*Stephen J. DellaCava*  
Chief Administrative Officer

*Sept. 3, 2024*  
Date

2-Q

120 E Adams Avenue  
Vandergrift, PA 15690

Vandergrift Borough Council  
109 Grant Avenue  
Vandergrift, PA 15690

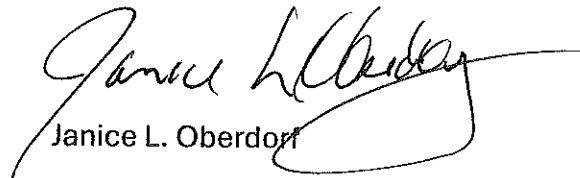
Dear Council:

Please consider this my application to become a member of the Planning Commission for the Vandergrift Borough. I have lived in Vandergrift since August of 1996.

I worked at ATI for 42 years prior to my retirement. Since my retirement I have been volunteering on the Victorian Vandergrift Museum and Historical Society and the Casino Theater Restoration and Management Inc boards.

If you need additional information or wish to contact me, I can be reached at (724) 681-6667. Thank you for your consideration.

Sincerely yours,

  
Janice L. Oberdorf

August 15,2004

2-0

Vandergrift Borough

109 Grant Avenue

Vandergrift, PA 15690

Attention Stephen DelleDonne

This correspondence serves as a request to serve on the Vandergrift Borough Planning Commission.

Thank you for your consideration.



Debi Kakias

Exhibit 1-A

# BOROUGH OF VANDERGRIFT

My name is Jason Keitzer. I am the head coach of a local baseball team, The River Valley Thunder. We are a team made up of 15 year old ball players from Vandergrift and the surrounding areas. We are a nonprofit organization that is trying to give ball players a chance to continue to play competitive baseball after they age out of the local leagues .

We would like your permission to use the ball field at the site known as project 70 for practice and possibly hosting games. We would be happy to put some work into the field to bring it back into game usable condition. We would also ask if we could have use of the concession stand if possible.

We do not currently have a web site but, we do keep a Facebook page if you would look into us.

Thank you for your consideration and time. If there is any more information you may need from us , I can be reached at 724-290-3655.

Sincerely,

Jason Keitzer

121 Farragut Ave

Vandergrift PA 15690

724-290-3655

Subject: Request use of the baseball field at Project 70>

A motion was made by Mr. Sarno, second by Ms. Bruner, to approve this request Contingent upon certificate of insurance is provided to the Borough and that the River Valley Thunder properly maintain the field area. Motion carried.

REGULAR AND STATED BILLS:

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

STREET & SANITATION REPORT:

Chairperson Wilson reported that certain roof repairs were made to the roof of the Municipal Building and Borough Garage by J & J Roofing at total cost of \$1,000.

Mrs. Wilson stated the Borough Steam Jenny is in the process of being repaired. She stated that it is over 10 years old.

Mrs. Wilson stated the the Paint Machine is also being repaired and that it is over 20 years old.

Mrs. Wilson stated that the Recycling Truck is 26 years old and not worth repairing and that the Borough will be moving from curb side recycling pickup to a drop-off location at the Borough Garage. She stated this location will be ready next week.

Mrs. Wilson reported that the leaf machine broke and beyond repair and stated that it was purchased for \$1,000.00 and is over 23 years and a new machine will cost over \$70,000. She stated that there is a Leaf Machine in New Jersey for the cost \$21,000.00 and the municipality in New Jersey will be addressing this matter at their September meeting

A motion was made by Mrs. Wilson, second Mr. Sarno, to purchase a Leaf Machine from a municipality in New Jersey for the asking price of \$21,000.00 using Liquid Fuel Fund. Motion approve.

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



ENGINEER'S REPORT:

Engineer Bove presented and reviewed his report. (See page 4A)

The Engineer presented an invoice regarding payment for the 2024 Liquid Fuel Patching Project in the amount of \$28,709.60 from Holbein, Inc. (See page 4-B)

A motion was made by Mr. Sarno, second by Ms. Bruner, to approve payment of the aforementioned invoice. Motion carried.

A motion was made by Mrs. Wilson, second by Mr. Sarno, to proceed with the advertisement of bids for the 2024 CDBG Street Reconstruction Project upon receipt of approval from the Westmoreland County Planning Department. Motion carried.

A motion was made by Mr. Sarno, second by Mrs. Kessler, to direct the Engineer to file a MS4 waiver application. Motion carried.

A motion was made by Ms. Clayton, second by Mrs. Wilson, to adopt Resolution No. 7-2024 regarding the the purchase of a mult-purpose maintenance tractor at a cost of \$46,998.20 through a Category 4 Facilities Local Share Assessment Grant. Motion Carried. (See page 4-C)

In regards to the Olmsted Commons Project, Engineer Bove stated that the millings need to be removed prior to the work to be done. He also stated that DCNR is requesting a Time Extension amendment to submitted as soon as possible.

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

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

BUDGET & FINANCE REPORT:

Chairperson Clayton provided members of Council with copies of the General Fund Budget, the Pool Budget, and the State Aid Budget.

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

4/19

boveengineering@comcast.net

8/28/2024 10:55 AM

## RE: Engineer agenda items for September 3, 2024

To Stephen DelleDonne <vgborosec@comcast.net> • Tom Holmes <tomholmes@vandergriftborough.com> Copy  
Larry Loperfito <ldl@gllawyers.com> • Shea M Kraft Esquire <smk@gllawyers.com> •  
Christine Wilson <christinewilson1782@gmail.com> • Marilee Kessler <marileekessler@vandergriftborough.com> •  
Daishaclayton <daishaclayton@vandergriftborough.com> • jodyarno@vandergriftborough.com •  
Lenny Collini <lennycollini@vandergriftborough.com> • raeannbruner@vandergriftborough.com •  
bryanyoung@vandergriftborough.com

Ladies and Gentlemen,

The following are my requested agenda items for the Tuesday, September 3, 2024 Council meeting:

1. **Grant Avenue & McKinley Street Reconstruction** (CEAP Grant) Open Bids and Award Bid. Status of Funds deposited. Need the calendar of events for October, if any.
2. **2024 Liquid Fuel Patching Project** – Job Complete. Approved Payment Estimate 1, Final Except for Retainage.
3. **Olmsted Commons Park Development Project** – Preconstruction Meeting Held 8-20-2024 (minutes distributed). DCNR representative requested a Time Extension amendment Request be submitted ASAP. **Authorize Time Extension Amendment Request to complete the Project.**
4. **Ninth Street Retaining Wall Replacement Project** (CEAP Grant) Working to get Drilling and Geotechnical Engineering Proposals.
5. **Columbia Ave. Parking Lot Rain, Gardens & Tree Pits** – We revised Project Plans, submitted to WCD & PennDOT. WCD paid July's Engineering Reimbursement to the Borough.
6. **Subdivision Plan** – Planning Commission Meeting held for California Avenue Plan. Plan not approved. Legal documentation required for the Quiet Title.
7. **411/413 Linden** - (former Moose Lodge) Proposed Parking Lot, Driveways & Stormwater Management Plan. I anticipate ZHB Hearing Application soon.
8. **2024 CDBG Project** – Engineering, Plans, Specs complete except for advertisement and bid dates. Awaiting **authorization to advertise** from County Planning & the Borough. Note that PNG is planning a Gas Line replacement project in the block from Holland to Irving with new lines in the street pavement. Full width wearing course replacement.
9. **2025 CDBG Application** – Approve List of Streets Segments for application.
10. **Reappointment for 2025** - Request reappointment as the Borough Engineer as per our request letter.
11. **MS4 Waiver Application** – Authorization to submit waiver request for next 5 year MS4 Cycle.
12. **DCED LSA Category 4 Grant Application** – Approve Resolution (prepared by solicitor) to apply and authorize Engineer to submit application (deadline 9-30-2024).
13. **219 – 225 Grant Avenue Partial Building Collapse** – Progress slowly being made. Several items have yet to be accomplished.
14. **PNG Gas Line Replacement Projects**
  - a. Franklin Avenue Project – On hold.
  - b. Sherman Avenue Project Phase 2 (Sherman, 6 St. and 11<sup>th</sup> St.) Near Complete.
  - c. Washington Avenue Project (Hancock, Custer, 16<sup>th</sup>, 15<sup>th</sup> and Washington) Complete.
  - d. Fourth Street Project – Complete.
  - e. Sherman Avenue Project Phase 1 – In Progress.
  - f. Columbia Avenue Leak Project (11<sup>th</sup> Street) – Planned to start October 14, 2024.

4-B

VANDERGRIFT BOROUGH  
2024 LIQUID FUEL PATCHING PROJECT

USING  
LIQUID FUELS FUNDS  
Project No. 2024-504

Contractor Name & Address:  
Holbein  
445 Mill Street Sardis Road  
Freeport, PA 16229

August 19, 2024

PAYMENT ESTIMATE NO. 1 FINAL (Except for Retainage)  
PERIOD ENDING: August 12, 2024

COST SUMMARY

ORIGINAL CONTRACT AMOUNT	\$28,386.90
NET CHANGE ORDERS	\$1,833.73
PRESENT VALUE OF CONTRACT	\$30,220.63
TOTAL WORK THIS ESTIMATE	\$30,220.63
PLUS TOTAL PREVIOUS ESTIMATES	\$0.00
EQUAL TOTAL WORK TO DATE	\$30,220.63
(LESS 5% RETAINAGE)	(\$1,511.03)
SUBTOTAL	\$28,709.60
(LESS PREVIOUS PAYMENTS)	\$0.00
AMOUNT DUE THIS PAYMENT	\$28,709.60

CHANGE ORDER SUMMARY

Final Adjusted Change Order:	08/19/24	\$2,760.00	(\$926.27)
Net Change:		\$1,833.73	

Recommended: Lucien Boyé, P.E. 8/19/2024

Accepted: (see attached signed invoice) 8/12/2024

Approved: [Signature] 9/3/24  
Vandergrift Borough Date

NOTE: Contractor must provide a one-year Maintenance Bond in the amount of 20% of the Present Value of Contract prior to payment of retainage.

4-C

RESOLUTION 7 of 2024

A RESOLUTION OF THE BOROUGH OF VANDERGRIFT, COUNTY OF WESTMORELAND AND COMMONWEALTH OF PENNSYLVANIA, REQUESTING A CATEGORY 4 FACILITIES LOCAL SHARE ASSESSMENT GRANT FOR THE PURCHASE OF A PUBLIC WORKS EQUIPMENT MULTI-PURPOSE MAINTENANE TRACTOR WITH ATTACHMENTS.

BE IT RESOLVED, that the Borough of Vandergrift, Westmoreland County, hereby requests a Category 4 Facilities Local Share Assessment Grant in the amount of \$46,998.20 from the Commonwealth Financing Authority to be used for the purchase of a public works equipment multi-purpose maintenance tractor with attachments for the Public Works Department of the Borough of Vandergrift.

BE IT FURTHER RESOLVED, that the applicant does hereby designate Thomas M. Holmes, Council President and Christine A. Wilson, Vice-President as the officials to execute all documents and agreements between the Borough of Vandergrift and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, STEPHEN J. DELLEDONNE, duly qualified Secretary of the Borough of Vandergrift, County of Westmoreland, Pennsylvania, hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted by a majority of the Vandergrift Borough governing body at a regular public meeting held on September 3, 2024 and said Resolution being recorded in the minutes of the Borough of Vandergrift and remains in effect as of this date.

IN WITNESS WHEREOF, I affix my hand and seal of the Borough of Vandergrift, this 3<sup>rd</sup> day of September, 2024.

BOROUGH OF VANDERGRIFT

BY: Thomas M Holmes

THOMAS M. HOLMES, Council President  
Applicant: Borough of Vandergrift  
County: Westmoreland

ATTEST:

Stephen J. DelleDonne (SEAL)  
STEPHEN J. DELLEDONNE, Borough Secretary

APPROVED:

Lenny Collini  
LENNY COLLINI, Mayor

POLICE & PUBLIC SAFETY REPORT:

Chairperson stated that Vincent Zotola has resigned his part-time officer for the Vandergrift Police in order to accept a position as a full-time officer position with another department.

A motion was made by Mrs. Kessle, second by Mr. Sarno, to accept Mr. Zottola's resignation. Motion carried.

A motion was made by Mrs. Wilson, second by Mr. Sarno, to accept the Police & Public Safety's Report. Motion carried.

BUILDING & GROUNDS REPORT:

Chairperson Sarno stated that he has received three bids to replace the A/C & heating System that serves that police section of the Municipal Building. He recommended to award the bid to Saxion Heating & Air for the following reason: (1) He preferred a system 92% efficiency over an 80%, (2) the heating system would replace the existing twin system.

A motion was made by Mr. Sarno, second by Mrs. Wilson, to award the aforementioned matter to Saxion Heating & Air at the price of \$13,600.00. Motion carried.

A motion was made by Ms. Clayton, second by Ms. Bruner, to accept the Building & Grounds Report. Motion carried.

TREE & LIGHT REPORT:

Chairperson Bruner presented and reviewed the number of trees trimmed, along with the assistance of the Borough Crew. She also stated the number of street light problems that were resolved. (See page 5-A)

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

GENERAL GOVERNMENT REPORT:

No Report

RECREATION REPORT:

Chairperson Young stated that the pool did well this season.

Mr. Young met with an individual regarding the installation of cameras throughout town, especially with the increase vandalism at the Borough parks.

Mr. Young stated that he still working on the project to provide "Pickle Ball Courts" at Kennedy Park.

A motion was made by Mrs. Wilson, second by Mr. Sarno, to accept the Recreation Report. Motion carried.

SOLICITOR'S REPORT:

Solicitor Kraft stated that the Borough needs to obtain approval from the DCED regarding a non-electorial small borrowing loan.

Solicitor Kraft requested Council to hold an executive session for the purpose of discussing a litigation/personnel matter.

A motion was made by Mrs. Wilson, second by Ms. Brunner, to accept the Solcitor's Report. Motion carried.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mrs. Kessler stated that Pennsylvania Dept. of Environmental Protection has launched the Municipal Opportunities for Retrofits and Energy Efficiency Grants Program. She stated a grant is available for the Borough, at no cost, to provide a building assessments of all Borough owned buildings.

President Holmes stated that Council must be aware of what these findings may create as possible liabilities for the Borough.

A motion was made by Mrs, Wilson, second by Ms. Bruner, to table any action regarding aforementioned matter. Motion carried.

At 8:25, a motion was made by Mr. Sarno, second by Ms. Clayton, to hold an executive session of Council for the purpose of discussing litigation/personnel matter. Motion carried.

At 8:36, a motion was made by Mr. Sarno, second by Mrs. Wilson, to return to the regular order of business and to state that no action of Council was taken during the executive session. Motion carried.

ADJOURNMENT:

A motion was made by Mr. Sarno, second by Ms. Clayton, to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:37 pm.