

BOROUGH OF VANDERGRIFT  
MINUTES OF THE VANDERGRIFT COUNCIL MEETING  
FEBRUARY 3, 2025

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	Bryan Young
Marilee Kessler	Rae Ann Bruner
Tom Holmes	

OTHER OFFICIALS:

Lenny Collini, Mayor	Stephen J. DelleDonne, Secretary
Lucian Bove, Engineer	Theresa Geltz, Assistant Secretary
Joseph Caporali, Police Chief	

MINUTES:

The Minutes of the February 3, 2024 meeting were approved by motion of Mr. Sarno, second by Mrs. Kessler.

VISITORS:

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

Carl Ward, 139-A Jefferson Avenue, stated that he will bringing the "Circus" to town on August 30<sup>th</sup> from 11 am to 8:00 pm. and also stated that he has already submitted an application.

Dale Frederick, 1156 North Vandergrift, stated that the Victorian Vandergrift Museum & Historical Society is requesting permission to hold a car cruise on Friday, June 13<sup>th</sup> on Grant Avenue.

Scott Popovich, 1131 Popovich Lane, expressed his appreciation for all the different events being held in town. However, he stated that he is concerned about the shady type of people hanging the establishment that have Games of Skill and requested Council to correct the situation.

Mr. Popovich also stated that he feels the proposed license fee of \$200 per unit per year is too excessive.

Eric Spigel, Westmoreland County Housing Authority, stated that he was in attendance for the purpose of the Borough to execute an easement agreement between the Borough and the W.C.H.A , of the property located an the end of the 100 block of Emerson Street (at the Emerson Housing Court). He stated that he would like to sign off on this tonight.

A motion was made by Ms. Bruner, second by Mrs. Kessler, to return to the regular order of business. Motion carried

#### MAYOR'S REPORT:

No Report or Announcements

#### SECRETARY'S REPORT:

The Secretary informed Council that Jean Holmes will not continue to serve on the Zoning & Hearing Board. He stated that her term expired 12/31/2024, and therefore, recommended that move they move forward with replacing this vacancy.

The Secretary presented a list of 3 eligible candidates for the position of patrolman from the Vandergrift Civil Service Commission. (See page 2-A)

The Secretary presented of a letter of intent to request DCED to perform a study to determine the feasibility of the merger of No. 1 No. 2 Vandergrift Fire Departments. (See page 2-B)

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

#### CODE OFFICER'S REPORT:

The Code Officer reported nine (9) complaints were checked and attended 2 hearings ll January.

J-11

## Borough of Vandergrift Civil Service Commission

109 Grant Avenue  
Vandergrift, PA 15690

January 27, 2025

Vandergrift Borough  
Attn: Office of the Secretary  
109 Grant Avenue  
Vandergrift, PA 15690

Re: Qualified Patrolman List

Dear Steve,

Please advise the Borough Council that on January 27, 2025 the Civil Service Commission Tested for the position of Patrolman.

The following have been tested and meet the qualifications for the position of Patrolman per the Vandergrift Civil Service Commission Rules and Regulations.

1. Ben Connolly
2. Dante Martinez
3. Eric Allen

Respectfully,

A handwritten signature in black ink, appearing to read "Vince B. Domiano", with a long horizontal flourish extending to the right.

Vince Domiano  
Chairman



## LETTER OF INTENT

This Letter of Intent is submitted to the Governor's Center for Local Government Services to request technical assistance. By submitting this request, the municipality agrees to cooperate with the Center.

The governing body must approve this request for assistance by motion prior to submission. No resolution is required.

Complete and return the form either by mail or email to [ra-dcedclgs@pa.gov](mailto:ra-dcedclgs@pa.gov). Center personnel will evaluate the request to determine the level of assistance. The contact person designated below will receive all future information regarding this request.

### PLEASE COMPLETE THE FOLLOWING

#### 1. TYPE OF TECHNICAL ASSISTANCE BEING REQUESTED:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Police Regionalization           | <input type="checkbox"/> Council of Governments/<br>Intergovernmental Cooperation | <input type="checkbox"/> Public Works             |
| <input type="checkbox"/> Police Management                | <input type="checkbox"/> Land Use Planning  | <input type="checkbox"/> Administrative/Secretary |
| <input checked="" type="checkbox"/> Fire Regionalization  | <input type="checkbox"/> Uniform Construction Code                                | <input type="checkbox"/> Home Rule                |
| <input type="checkbox"/> Fire Services                    | <input type="checkbox"/> Finance  | <input type="checkbox"/> Boundary Change          |
| <input type="checkbox"/> Emergency Medical Services (EMS) |   | <input type="checkbox"/> Other: _____             |

#### 2. ARE YOU CURRENTLY A PART OF ANY INTERGOVERNMENTAL AGREEMENT?

☐ Yes ☒ No

If yes, describe briefly:

#### 3. DESCRIPTION OF PROJECT:

Both the George G. McMirtry Fire Department No.1 and the Vandergrift Fire Department No.2 have requested a study be conducted in order to see if a merger between both fire department is feasible. Both fire departments struggle with manpower and financial issues.

#### CHIEF ELECTED OFFICIAL (PRINT)

Municipality: Vandergrift Borough Federal ID#: \_\_\_\_\_

County: Westmoreland County

Name: Thomas M. Holmes Title: Borough Council President

Municipal Address: Vandergrift Borough, 109 Grant Avenue, Vandergrift, Pa 15690

Signature:  Date: 2/3/2025

#### CONTACT PERSON

Name: Thomas M. Holmes Title: Council President

Address: 512 Bryant Street, Vandergrift, PA 15690

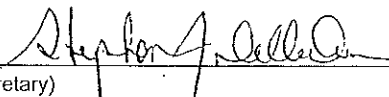
Phone: 724-882-6957

E-mail: tomholmes@vandergriftborough.com

### SIGNATURE AND VERIFICATION

I hereby certify that the governing body, at a public meeting held on Feb 3, 2025, has approved this Letter of Intent.

Attest (Secretary)



Date

Feb 3, 2025

A motion was made by Mr. Sarno, second by Mr. Young, to accept the Code Officer's Report. Motion carried.

#### COMUNICATIONS & CORRESPONDENCE:

The Secretary presented the following event requests for 2025 at Kennedy Park and on Grant Avenue with dates and times:

Exhibit 1-A: Pride In the Park- June 14<sup>th</sup>, Kennedy Park, from 12pm to 8pm.

Exhibit 2-A: Family Circus- August 30<sup>th</sup>, from 11am to 8pm.

Exhibit 3-A: Until The Whole World Knows- Kennedy Park Stage, July 27<sup>th</sup> from 2pm to 6pm.

Exhibit 4-A: Oktoberfest- September 13<sup>th</sup>, Grant Avenue, from 12:30pm to 9pm.

Exhibit 5-A: Gathering on Grant-May 16, June 20<sup>th</sup>, July 18<sup>th</sup>, August 15<sup>th</sup> and September 19<sup>th</sup>.

Exhibit 6-A: Sia Center Carnival-June 1<sup>st</sup> thru 7<sup>th</sup> at Kennedy Park-6pm to 10pm.

Exhibit 7-A: The Witcing Hours-October 11<sup>th</sup> from 12pm to 10pm.

Exhibit 8-A; VVM & H Car Cruise on Grant Avenue, June 13<sup>th</sup>-4pm to 10pm.

A motion was made by Ms. Bruner, second by Mrs. Kessler, to approve all of the above event requests. Motion carried.

#### REGULAR AND STATD BILLS:

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

#### STREET & SANITATION REPORT:

President Holmes informed Council that repairs were made to a sewer line on 15<sup>th</sup> Street due to a collapsed in the line and causing sewer backup to the house. He also reported that the sink holes on Beech Street are continuing.

A motion was made by Mr. Sarno, second by Mr. Young, to accept the Street & Sanitation Report. Motion carried.

#### ENGINEER'S REPORT:

Engineer Bove presented and reviewed his monthly report with action taken on the following: (3-A)

1. Olmsted Commons project, a motion was made by Mr. Sarno, second by Mrs. Kessler, to authorize payment to the contractor in the amount of \$60,400. Motion carried. He also stated that with this payment, a balance of \$17,497.00 remains due to the contractor.

## Engineer Agenda items for February 3, 2025

To Stephen DelleDonne <vgborosec@comcast.net> • Tom Holmes <tomholmes@vandergriftborough.com> Copy  
 Larry Loperfido <ldl@gllawyers.com> • Shea M Kraft Esquire <smk@gllawyers.com> •  
 Christine Wilson <christinewilson1782@gmail.com> • Marilee Kessler <marileekessler@vandergriftborough.com> •  
 Daishaclayton <daishaclayton@vandergriftborough.com> • jodysarno@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 Monday, January 6, 2025 Council meeting:

1. **Olmsted Commons Park Development Project** - Thanks to our efforts and the contractor's donation of work to the project, DCNR has announced that this will release the full grant amount and allow the Borough to request \$32,700 at this time. Note that 10% (\$15,100) is held until the project is closed out which the Borough will need to cover. With the \$27,700 already received from the second half of the grant money and \$32,700 available, this will equal the full grant amount including the 10%. Requesting authorization to submit the second request for partial payment of \$32,700 and to revise approval of Payment No. 3 to the contractor up to as much as currently available at this time. Note that a small punch list remains for items to be completed when the weather permits. Please continue in the effort to raise funds for this project to offset the Borough's costs. Once we confirm final amounts, we can discuss meeting with the Legislators to request additional assistance, if needed. Please see the email and letter from Cheri Matter of DCNR regarding the items needed for final inspection and close-out.
2. **2024 CDBG Project** – Request authorization to advertise bids to be opened at the March meeting (unless already noted in January 6, 2025 meeting minutes).
3. **Casino Theater and Library Building Improvements - Phase 2 (LSA Grant)** – We are nearly ready with this project as follows: Bid 1 Finish Masonry Repointing and Sealing, Bid 2 Window Replacement 15 Each, Bid 3 Interior Plaster Repair in Library 1,300 SF. Request authorization to advertise bid opening in March or April.
4. **1<sup>st</sup> Commonwealth Bank Sign Upgrade** – Discussion regarding the need for a Zoning Variance and Hearing before the sign permit can be issued.
5. **WCHA Easement Agreement Request** – Discuss / Authorize approval of Easement Agreement. See emailed correspondence dated 1-28-2025 and attachments.
6. **Ninth Street Retaining Wall Replacement Project** (CEAP Grant) Drilling to proceed when weather permits.
7. **104 West Adams Parallel Parking Request** – Upon receiving no responses to my 1-9-2025 email correspondence to the Board regarding this request, I am of the opinion there is no desire to allow this type of special parking arrangement. Therefore I will inform the property owner that an application with the proposed arrangement will not be approved since it does not meet the ordinance in respect to, among other things the Site distance Visibility Limitations, the Driveway does not form a 90° angle with the street or as near as possible, and especially due to the concerns about Double Parking of vehicles under different ownership.
8. **Peoples Gas Request for 2025 Street Paving List** – PNG has requested this information by 3-31-2025. Please advise of any plans for paving other than CDBG's.
9. **PNG Gas Line Replacement Projects**
  - a. Whittier Street Project – Planned to start in January 2025.
  - b. Longfellow 2025 Project - Planned to start in January 2025.

2. A motion was made by Mrs. Kessler, second by Mr. Sarno, to direct the Engineer to advertise for bids regarding the 2024 CDBG Street Reconstruction Project for the March 3<sup>rd</sup> meeting. Motion carried.

3. A motion was made by Mr. Sarno, second by Ms. Bruner, to direct the Engineer to advertise for bids on the Casino/Library Renovation Project for the March 3<sup>rd</sup> meeting. Motion carried.

5. A motion was made by Ms. Bruner, second by Mr. Sarno, to adopt Resolution No. 4-2025, which an Easement Agreement between the Borough and the Westmoreland County Housing Authority at the WCHA's Emerson Court Property. Motion carried. (See page 4-A)

6. Engineer Bove stated that drilling at the 9<sup>th</sup> Street retaining wall proceed as the weather permits.

7. In regards to the request for parallel parking at 104 West Adams Avenue, Engineer Bove stated that it does not meet the requirements in the ordinance, and therefore, recommends that this matter be denied.

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

#### BUDGET & FINANCE REPORT:

No Report

#### POLICE & PUBLIC SAFETY REPORT:

No Report

#### BUILDING & GROUNDS REPORT:

Chairperson Sarno stated that he will contact the water company regarding procedures to have the water shut off for those who are delinquent in the Sewer Recovery Bills.

Mr. Sarno stated that Saxion Heating would like to start the work in the replacement of the heating and AC furnace that serves the Police Station. He questioned when funds would be available to proceed.

The Secretary stated that funds would be available the first part of March.

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

4-18

RESOLUTION 4 OF 2025

A RESOLUTION OF THE BOROUGH OF VANDERGRIFF, COUNTY OF WESTMORELAND AND COMMONWEALTH OF PENNSYLVANIA, APPROVING EASEMENT AGREEMENT WITH THE WESTMORELAND COUNTY HOUSING AUTHORITY FOR 90-96 EMERSON COURT, VANDERGRIFF, PENNSYLVANIA 15690

WHEREAS, the Borough of Vandergrift owns property, which is more specifically identified as Tax Map Parcel Identification Number 42-14-09-0-010; and,

WHEREAS, the Westmoreland County Housing Authority ("WCHA") owns property located at 90-96 Emerson Court, Vandergrift, Pennsylvania 15690, which is more specifically identified as Tax Map Parcel Identification Number 37-01-09-0-721; and,

WHEREAS, the above referenced properties are adjacent to one another, sharing a boundary line on the easterly side of WCHA's property, and westerly side of Vandergrift's property; and,

WHEREAS, a portion of vehicle driveway on Vandergrift's property protrudes over WCHA's property, encroaching upon WCHA's property; and,

WHEREAS, WCHA is willing to grant an easement over WCHA's property to Vandergrift, for the encroachment of the driveway on Vandergrift's property crossing over the portion of WCHA's property, with all costs related to the preparation of the required easement agreement being borne WCHA;

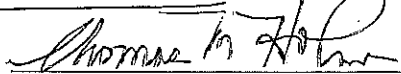
NOW THEREFORE, the Borough of Vandergrift does hereby resolve as follows:

RESOLVED, that the Borough of Vandergrift shall execute the attached Easement Agreement in order to receive the proposed easement over WCHA property as set forth above.

HAVING RESOLVED this 3<sup>rd</sup> day of February, 2025 at Vandergrift, Pennsylvania.

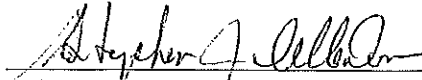
BOROUGH OF VANDERGRIFF

BY:



THOMAS M. HOLMES,  
Council President

ATTEST:



(SEAL)

STEPHEN J. DELLEDONNE, Borough Secretary

APPROVED:

LENNY COLLINI, Mayor



TREE & LIGHT REPOT:

Chairperson Bruner stated that she reported 20 street lights out to West Penn Power. She also reported that dead branches were taken care of by the Borough Crew at 183 Grant. (See page 5-A)

GENERAL GOVERNMENT REPORT:

With the acceptance of a list of eligibles for the position of patrolmen from the Vanderegriфт Civil Service Commission, President Holmes presented two names to be considered for the position. (See page 5-B)

A motion was made by Mr.Sarno, second by Mr. Young, to extend a conditional offer of employment to Benjamin Connolly, to the position of patrolman on the Vandegrift Police Department. Motion carried.

A motion was made by Mr. Sarno, second by Ms. Bruner, to extend a conditional offer of employment to Dante Martinez, to the position of patrolman on the Vandegrift Police Department. Motion carried.

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

RECREATION REPORT:

No Report

SOLICITOR'S REPORT:

In the absence of the Solicitor, the following matter was acted on:

1. A discussion on the proposed ordinance establishing an annual rental license fee in the amount of \$200.00.

A motion was made by Mr. Young, second by Mr. Sarno, to adopt Ordinance No.1-2025, to establish a \$200.00 rental license fee. Motion carried with Ms. Bruner opposing.

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

UNFINISHED BUSINESS:

NONE

5-14

raeannbruner@vandergriftborough.com

2/3/2025 6:39 AM

## Re: Trees and Lights Jan 2025

To Steve Delladonne <vgborosec@comcast.net>

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Steve these lights were reported at the very end of January after I had sent you the report.

505 Lowell

•109 Washington

•132 Franklin

•269 Sherman

On 2025-01-29 07:27, [raeannbruner@vandergriftborough.com](mailto:raeannbruner@vandergriftborough.com) wrote:

Trees and Lights January 2025

Lights:

138 Franklin

416 Longfellow

420 Hancock

131 Sherman

103 Walnut/Franklin

199 Washington

189 Columbia

601 Hancock

303 Hancock

515 Hancock

131 Hamilton

157 Delaware

100 Maryland

231 Sherman X2

205 Sherman x2

Trees:

183 Grant dead branches removed by borough crew

Borough of Vandergrift Civil Service Commission  
109 Grant Avenue  
Vandergrift, PA 15690

January 27, 2025

Vandergrift Borough  
Attn: Office of the Secretary  
109 Grant Avenue  
Vandergrift, PA 15690

Re: Qualified Patrolman List

Dear Steve,

Please advise the Borough Council that on January 27, 2025 the Civil Service Commission Tested for the position of Patrolman.

The following have been tested and meet the qualifications for the position of Patrolman per the Vandergrift Civil Service Commission Rules and Regulations.

1. Ben Connolly
2. Dante Martinez
3. Eric Allen

Respectfully,

A handwritten signature in black ink, appearing to read "Vince B. Domiano", with a stylized flourish at the end.

Vince Domiano  
Chairman

NEW BUSINESS:

None

ADJOURNMENT:

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

The meeting was adjourned at 7:45 pm.

