

MEETING MINUTES
FORD CITY BOROUGH COUNCIL
REGULAR MEETING
LOCATION: BC3 Armstrong Campus
July 24, 2023

CALL TO ORDER

Call the meeting to order at 6:30 PM and advise the audience that the meeting July 24, 2023, is being audio taped by Ford City Borough.

Is anyone else audio or video taping the meeting?

Leader Times is recording audio as well as Councilwoman Vicki Schaub.

PLEDGE OF ALLEGIANCE

ROLL CALL

President Carol Fenyes, Councilwoman Mary Alice Bryant, Councilman Tom Ondrusek, Councilwoman Vicki Schaub, and Mayor Tim Bureau

Via phone: Sr. Engineer Joel Romagna

Absent: Vice President Josh Adams

CITIZENS COMMENTS

Tyson Klukan, resident of Ford City Borough as well as Ford City Borough Zoning Officer, expressed approval of Council proceeding with the development of the Water/Stormwater Authority.

EXECUTIVE SESSIONS – None

CONSENT AGENDA

1. Bill List, June 28, 2023
2. Bill List, July 10, 2023
3. ~~Fire Department Report, June 2023~~
4. Zoning Report, July 2023
5. Codes Enforcement Report, June 2023
6. Treasurer's Report, June 2023
7. Police Report, June 2023
8. Water Report, June 2023
9. ~~Meeting Minutes, June 26, 2023~~
10. Meeting Minutes, June 29, 2023

Striking items 3 and 9, the consent agenda is passed.

June 2023 Fire Department Report

Councilwoman Vicki Schaub made the motion to approve the June 2023 Fire Department report presented by Chief William Oleksak. Councilman Tom Ondrusek seconds the motion.

No comments

Motion carried: 3-1 with Councilman Tom Ondrusek abstaining.

Item 9, Meeting Minutes, June 26, 2023 would be tabled until the next council meeting.

ENGINEER'S REPORT

Joel Romagna, Sr. Project Engineer with Stiffler, McGraw & Associates, prepared an Engineer's Report for existing projects within the Ford City Borough.

At 6:53 PM, Sr. Engineer Joel Romagna excused himself from the remainder of the meeting.

At 7:11 PM, Solicitor Alyssa Golfieri joined the meeting via phone.

ZONING

Tyson Klukan, Ford City Borough Zoning Officer, will be presenting proposed signage changes to the Zoning Ordinance for Council to discuss and revisit at a later time.

ACTION ITEMS

1. Appointment of Zoning Hearing Board Member to Fill Vacancy: Robert Giardino

Councilwoman Vicki Schaub made the motion to appoint Robert Giardino as a member of the Ford City Borough Zoning Hearing Board, to fill the vacancy created by the resignation of Tyson Klukan, which resignation was accepted by Council on February 28, 2022, and to fulfill the unexpired term of the vacated seat expiring December 31, 2024. Councilman Tom Ondrusek seconds the motion.

Council comments: Councilwoman Vicki Schaub asked for clarification if the appointee would be renewing his previous term or if he would be fulfilling another expired term.

Motion carried: 4-0

2. Approval of Borough Record Destruction: Resolution 5-2023

Councilwoman Mary Alice Bryant made the motion to adopt Resolution 5-2023 authorizing the destruction of certain public records pursuant to the Borough's Retention and Disposal Schedule authorized by the Municipal Records Act. Councilman Tom Ondrusek seconds the motion.

No comments

Motion carried: 4-0

3. Approval of Precision Copy Products Lease Agreement

Councilwoman Mary Alice Bryant made the motion to approve a five-year lease agreement with Precision Copy Products to lease copying equipment for Ford City Borough office for a monthly price of \$600.00 with overage charges being billed quarterly, and authorize

appropriate Borough officials to take any and all necessary action, including execution of the contract, to effectuate the same. Councilwoman Vicki Schaub seconds the motion.

Council comments: Council President Carol Fenyes highlighted the projected savings of this contract compared to the contract that the borough currently has.

Motion carried: 4-0

4. Approval and Authorization to Create a Water / Stormwater Authority

Councilwoman Vicki Schaub made the motion to authorize the Borough Engineer and Borough Solicitor to initiate the process for creating an independent Water/Stormwater Authority, including the preparation of all statutorily mandated documentation, plans, and materials and the scheduling, coordination, and attendance of meetings with relevant third-parties necessary to facilitate the same. Councilman Tom Ondrusek seconds the motion.

Council comments: Councilwoman Vicki Schaub was under the impression that this process had begun after discussion at a previous meeting. Council President Carol Fenyes clarified that previous discussion was for a joint authority, but that this had taken a back seat while an independent authority was being more closely considered.

Motion carried: 4-0

5. Approval and Authorization of Payment to JS Bova Excavating Pay Estimate #7 for Contract 2022-1

Councilwoman Vicki Schaub made the motion to approve and authorize proper Borough officials to take all action necessary to remit payment for Pay Estimate #7 in the amount of \$49,794.49 from J.S. Bova submitted pursuant to Contract 2022-1 related to the BC3 and 3rd Avenue Waterline Replacement Project (Project No. 21-0019). Councilwoman Mary Alice Bryant seconds the motion.

No comments

Motion carried: 4-0

6. Approval and Authorization to Submit Final Reimbursement Requisition #7 to PennVEST for Contract 2022-2.

Councilwoman Mary Alice Bryant made the motion to approve and authorize proper Borough officials to take all action necessary to submit the final Reimbursement Requisition #7 in the amount of \$63,021.74 to PennVEST related to Contract 2022-1 (Project No. 21-0019). Councilwoman Vicki Schaub seconds the motion.

No comments

Motion carried: 4-0

7. Approval and Authorization of Payment to J.S. Bova Pay Estimate #6 for Contract-2022-2

Councilwoman Vicki Schaub made the motion to approve and authorize proper Borough officials to take all action necessary to remit payment for Pay Estimate #6 in the amount of \$ 113,998.45 to JS Bova Excavating submitted pursuant to Contract 2022-2 related to the BC3

and 3rd Avenue Waterline Replacement Project (Project No. 21-0019). Councilwoman Mary Alice Bryant seconds the motion.

No comments

Motion carried: 4-0

8. Approval and Authorization to Submit Reimbursement Requisition #5 to CFA for Contract 2022-2

Councilwoman Mary Alice Bryant made the motion to approve and authorize proper Borough officials to take all action necessary to submit Reimbursement Requisition #5 in the amount of \$88,053.14 to Commonwealth Finance Authority pursuant to Contract 2022-2 related to the BC3 and 3rd Avenue Waterline Replacement Project (Project No. 21-0019). Councilwoman Vicki Schaub seconds the motion.

No comments

Motion carried: 4-0

9. Approval and Authorization to Sign Supplement to Engineering Services Agreement with Stiffler, McGraw & Associates, Inc.

Councilwoman Mary Alice Bryant made the motion to approve and authorize proper Borough officials to take all action necessary to execute a Supplement to Engineering Services Agreement dated June 15, 2021 with Stiffler, McGraw & Associates, Inc. Councilwoman Vicki Schaub seconds the motion.

No comments

Motion carried: 4-0

10. Acceptance of Ford City Borough Council Member Bryan Gilbertsen's Resignation

Councilwoman Vicki Schaub made the motion to accept the resignation of Bryan Gilbertsen as a member of Ford City Borough Council (Second Ward) effective June 30, 2023. Councilman Tom Ondrusek seconds the motion.

Council comments: Councilwoman Vicki Schaub was seeking clarity on the timeline of Councilman Bryan Gilbertsen's resignation.

Motion carried: 3-1

11. Appointment of Ford City Borough Council Member to Fill Vacancy: Resolution 6-2023

Council President Carol President tabled the appointment of a Second Ward Council Member until the next public meeting.

Optional Motions (for Council to determine which candidate they would like to appoint as a councilmember)

Jalana Cogley: Motion to adopted Resolution 6-2023 appointing Jalana Cogley, as a member of the Ford City Borough Council, to fill the vacancy created by the resignation of Bryan Gilbertsen, which resignation was accepted by Council on July 21, 2023, and to fulfill the

unexpired term of the vacated seat until December 31, 2023, at which time the seat will be filled by the candidate elected during the special election.

Tony Saloum: Motion to adopted Resolution 6-2023 appointing Tony Saloum, as a member of the Ford City Borough Council, to fill the vacancy created by the resignation of Bryan Gilbertsen, which resignation was accepted by Council on July 21, 2023, and to fulfill the unexpired term of the vacated seat until December 31, 2023, at which time the seat will be filled by the candidate elected during the special election.

Terri Wolfe: Motion to adopted Resolution 6-2023 appointing Terri Wolfe, as a member of the Ford City Borough Council, to fill the vacancy created by the resignation of Bryan Gilbertsen, which resignation was accepted by Council on July 21, 2023, and to fulfill the unexpired term of the vacated seat until December 31, 2023, at which time the seat will be filled by the candidate elected during the special election.

12. Approval of Ford City Borough's Appointee to the Southern Armstrong Regional Police Department Board of Commissioners

Councilman Tom Ondrusek made the motion to approve the appointment of Timothy Bureau to the Southern Armstrong Regional Police Department Board of Commissioners, to fill the vacancy created by the resignation of Bryan Gilbertsen, which resignation was accepted by Council on July 21, 2023, and to fulfill the unexpired term of the vacated seat until for a four-year term expiring December 31, 2026. Councilwoman Mary Alice Bryant seconds the motion.

Council comments: Councilwoman Vicki Schaub felt that it was unnecessary to vote on Mayor Timothy Bureau's appointment as Council President Carol Fenyes previously appointed the initial members. Council President Carol Fenyes reminded her that council also voted on the initial appointees at a public meeting.

Motion carried: 4-0

DISCUSSION ITEMS

Citizen Complaint Form-

Councilwoman Mary Alice Bryant feels that residents should be required to sign their complaints so borough officials know who is submitting the complaint and make sure they are notified of the resolution.

Council President Carol Fenyes feels that the current form being used at the office encourages residents to complain about borough employees, and not to lodge legitimate complaints.

Councilwoman Vicki Schaub feels that the form should address all borough departments (Fire, Police, Street, and Office) She also felt that it was important to establish a time frame for resolving complaints.

Council President Carol Fenyes reminded Councilwoman Vicki Schaub that we are not allowed to accept complaints regarding the police department as they are their own entity and that it violates their contract.

Councilman Tom Ondrusek feels that the current form being used allows residents to be vindictive to employees of the borough, providing a personal example from his past employment with the borough

CITIZENS COMMENTS – None

COUNCIL COMMENTS

Councilwoman Vicki Schaub expressed interest in developing a Junior Council to getting younger people involved in the community.

MEETING ANNOUNCEMENTS – None

NEXT COUNCIL MEETING – August 28, 2023, 6:30 PM at the BC3 Armstrong Campus

ADJOURNMENT – 7:50

Councilwoman Vicki Schaub made the motion for adjournment. Councilman Tom Ondrusek seconds the motion.

Motion carried: 4-0

AUTHORIZING MINUTES

Office Administrator

Council President

Secretary