

## BOROUGH OF WEST VIEW

### SPECIAL BUDGET WORKSHOP MEETING – November 11, 2023

Minutes of the Special Budget Workshop Meeting of Town Council of the Borough of West View, held Wednesday, November 8, 2023, in Council Chambers at 441 Perry Highway, Pittsburgh, PA 15229. The Meeting was called to order at 5:30pm by President William F. Aguglia.

Members of Council present were Vice President Bryan S. Kircher, Donald E. Mikec, and Eugene Borio. Also attending were Mayor J.R. Henry, Chief Bruce Fromlak, Public Works Coordinator Rich Rapp, Assistant Secretary Haylie Kelly, Solicitor Michael Witherel, Engineer John Balewski, and Junior Councilmember Joseph Bensch. Absent were President William F. Aguglia, M. Kimberly Steele, Robert Schellhaas, and Scott Miller

Chief Fromlak thanked Mr. Kircher, Ms. Steele, Mr. Miller, and Ms. Kelly for helping develop the proposed budget for 2024. Projected revenues are \$4,197,400.00 and projected expenditures are \$4,197,400.00 for 2024. With proposed contracts for both the Uniform and Non-Uniform Employees and tentative agreements with both through December 31st, 2026, employees will receive a 4% increase in salary for 2024, 3% in 2025, and 3% in 2026. As of November 8th, 2023, the balances in the following accounts are:

- General Fund Money Market \$8,645.66
- General Fund Checking \$1,140,709.77
- Building Fund Money Market \$20,144.68
- Liquid Fuels Checking \$195,074.19
- General Fund Savings \$372,258.62

Paving is budgeted at \$250,000 for the 2024 paving project and the streets/alleys under consideration are:

- Lehigh Ave from Highland Ave to Amherst Ave
- Carlisle Ave from Adrian Alley to Yale Ave
- Oberlin Ave
- Montclair Ave from Jamaica Ave to Lakewood Ave
- Park Ave from Perry Highway to Orlando Ave
- Martsolf Ave from Park Avenue to the dead end
- Ridgewood from Bridge to the dead end of Ridgewood
- Curtis Alley off of Norwich Ave to Clairmont Ave
- Township Road from Perry Highway to Center Ave

Major account expectations are as follows:

- Revenue Real Estate Taxes \$1,939,050
- Earned Income Taxes \$985,000
- Business Privilege \$33,000

Expenditures:

- Auditing service \$18,000
- Solicitor \$35,000
- Engineer \$40,000
- New police SUV Hybrid fully equipped at \$60,000 / a 3-year lease payment of \$20,000.00 per year

- New backhoe at \$120,000 / \$27,000 five-year lease paid out of liquid fuels
- New F350 Ford pickup truck with snow package at \$110,000 / 5-year lease \$24,000.00 paid out of liquid fuels

We are not anticipating the need for a TAN Loan for 2024 as we have a line of credit with FNB that we could use if need be.

Capital Fire Equipment \$60,000 donation intended for the use of a ladder truck for the Fire Department.

Dollar General's lease expires June 30, 2024 at \$3000 a month. We are currently in negotiations with Dollar General.

The HUB lease is currently at \$600. We are currently in negotiations for new leases for all three storefronts.

Allegheny County lease expires May 2026 at \$3,549 a month.

Building Fund has a balance of \$101,694.88.

Liquid Fuel Fund has a 2024 budget of \$195,074.19.

Mr. Kircher had some additional notes. The Borough looked at the capital equipment purchases for the Road Department within the next 5 years and does not anticipate any additional capital purchases in 2025. The next purchase wouldn't occur until 2026. As such, they felt comfortable with the purchase of the backhoe as well as the replacement of the pickup truck in 2024. Revenue has remained relatively neutral between 2022 and 2023. Lastly, West View Fire Department has completed their merger in which the fire departments on Amherst Ave and Ridgewood Ave have moved to Perry Highway. They did take receipt of a new engine in July 2023 and the Borough increased their contributions to them as a result. Overall expenditures have not increased significantly.

Mayor Henry thanked the budget committee for their hard work. He stated that the tax rate will stay the same for 2024. He suggested that the Borough ask FNB what their current TAN rates are. Mr. Kircher replied that the TAN rates were expensive last time they looked and he did not believe they had changed. Mayor Henry said that this budget allows the Borough to maintain the same level of services they provide now.

With no further business for the special meeting, *Motion to adjourn the Workshop Meeting was made by Ms. Steele and seconded by Mr. Mikec.*

Mayor Henry stated that the Draft Budget will be posted on our website for public review tomorrow and anyone will have the opportunity to comment at the next Council meeting.

With that, Council moved immediately into the regular meeting.

## BOROUGH OF WEST VIEW

### REGULAR MEETING – November 8, 2023

Minutes of the Regular of Town Council of the Borough of West View, held Wednesday, November 11, 2023, in Council Chambers at 441 Perry Highway, Pittsburgh, PA 15229.

Members of Council present were Vice President Bryan S. Kircher, M. Kimberly Steele, Donald E. Mikec, and Eugene Borio. Also attending were Mayor J.R. Henry, Chief Bruce Fromlak, Public Works Coordinator

Rich Rapp, Assistant Secretary Haylie Kelly, Solicitor Michael Witherel, Engineer John Balewski, and Junior Councilmember Joseph Bensch. Absent were President William F. Aguglia, Robert Schellhaas, and Scott Miller

#### REPORTS FROM THE OFFICERS

Mayor's Report - J.R. Henry - Mayor Henry reported that the motor vehicle code violations for the month of October 2023 totaled \$3,733.22.

Chief of Police/Manager's report - Bruce A. Fromlak – Chief Fromlak reported that in the month of October, there were 454 calls for service, 122 citations issued, 201 traffic reports, 10 criminal arrests, 7 accident calls, and 6 ordinance violations. Police Secretary O'Lare and Chief Fromlak attended the AAA Safety Award Banquet today to receive the Safe Community Award for traffic and pedestrian safety. It shows that the Borough takes all the measures that are possible to keep residents and those traveling through the Borough safe. He thanked Ms. O'Lare for submitting that application. Both the Police and Public Works contracts have been agreed upon by all parties and await signatures.

Solicitor's Report - Michael Witherel – Mr. Witherel had no report.

Engineer's report - Mr. Balewski – Mr. Balewski reported that pavilion work at Powell Park will begin next week and they are still waiting for playground equipment. The Tomoka Avenue Sanitary Sewer Lining project was delayed until next week. They are also working with PENNDOT to put in a crosswalk at Perry Highway and Schwitter Avenue. Ms. Steele asked for clarification on the sidewalk. Mr. Rapp replied that they are looking to establish a crosswalk between Schwitter Avenue and Perry Highway as there is not one there currently.

#### REPORTS FROM COMMITTEES

Finance Report - Bryan S. Kircher - Mr. Kircher reported that Wage tax collections totaled \$43,277.93 for October and were deposited into the Borough's General Fund checking account by Keystone Collections. The Liquid Fuel checking account had a balance of \$195,074.19 as of October 31st and earned \$409.60 in interest. The Building Fund money market account had a balance of \$20,144.68 as of October 31st and earned \$42.30 in interest. The General Fund money market account had a balance of \$8,645.66 as of October 31st and earned \$18.15 in interest. Real Estate tax collections totaled \$474,389.91 for the month of October. Local Service tax collections as of October 31st, 2023 totaled \$1,685.80 and Business/Mercantile collections for October totaled \$989.05.

Property & Purchasing – Eugene Borio - Mr. Borio had no report.

Public Works – Robert D. Schellhaas - Mr. Schellhaas was absent, Mr. Rapp that the leaf trailer was readied for the season. So far, 175 cubic yards of leaves have been hauled. Crosswalks were painted. There were 15 property maintenance hearings in October. 102 work orders were completed in the month of October.

Police & Public Safety – William F. Aguglia – President Aguglia was absent.

Budget/Administration – Bryan S. Kircher - Mr. Kircher recognized and thanked Chief Fromlak, Ms. Kelly, and the budget committee once again for their work on the budget.

Fire & Water – Donald E. Mikec - Mr. Mikec had no report.

Public Relations & Recreation – Ms. Steele thanked everyone for helping make this year’s Halloween Parade a success.

Military & Veterans Affairs – Scott Miller - Mr. Miller was absent.

Public Works Coordinator – Richard Rapp – Mr. Rapp had nothing else to report.

Junior Council – Jenna Woelke & Joseph Bensch – Mr. Bensch reported that the North Hills Drama Club had their fall one-act plays on November 4th and 5th. The Hilltop Holiday Town begins at the Middle and High Schools on November 17th. The 2023 North Hills Holiday Card Contest is accepting submissions now until November 19th. North Hills’ Thanksgiving break begins on Wednesday, November 22nd and ends Monday, November 27th.

Chief Fromlak asked Solicitor Witherel if it would be possible to add the Uniform and Non-Uniform contracts approval to tonight’s agenda. Solicitor Witherel replied that they are allowed to do that as long as a motion is made and the amended agenda is posted to our website.

#### AUDIENCE

Jim Barr of 200 Frankfort Avenue approached Council and asked what time the Special Budget Workshop Meeting was adjourned. Mr. Rapp replied that the meeting was adjourned at 5:45pm. Mr. Barr asked if there had been a major increase in the General Obligation Fund from 2023 to 2024. Ms. Kelly stated that the prior year budget was budgeted wrong. It was pointed out by our auditors. It was only budgeted for the Borough’s portion and not the Water Authority’s. This year it is reflecting both portions.

John Witherel from West View Water Authority approached Council and thanked Mayor Henry for agreeing to work with the union. Mayor Henry said he looks forward to meeting on Monday.

*Motion to approve the Minutes of the Regular Meeting of Town Council on October 11, 2023 was made by Ms. Steele and seconded by Mr. Mikec. Motion approved and ordered.*

*Motion to approve payments for net pay and payroll withholding in the amount of \$183,828.75 was made by Mr. Mikec and seconded by Ms. Steele. Motion was approved and ordered.*

*Motion to approve payments to vendors for \$689,188.62 was made by Mr. Borio and seconded by Mr. Mikec. Motion was approved and ordered.*

*Motion to approve payments for liquid fuel expenditures for \$5,494.94 was made by Ms. Steele and seconded by Mr. Mikec. Motion was approved and ordered.*

*Motion to approve payments for building fund expenditures for \$747.13 was made by Mr. Borio and seconded by Ms. Steele. Motion was approved and ordered.*

Unfinished Business – None

New Business – None

#### Agenda

Council to consider Resolution 1553 (A Resolution approving the subdivision of property along Center Avenue identified as block and lot no. 279-B-210, said subdivision to be known as the Kellang Plan of Lots). Mr. Kircher noted that this was addressed at last month's Council meeting but required additional resolutions from the County to fulfill this action. *Motion to approve was made by Ms. Steele and seconded by Mr. Borio. Motion approved and ordered.*

Council to consider Resolution 1554 (A Resolution adopting an Official Sewage Facilities Plan for the parcel of land identified as Kellang Plan of Lots). *Motion to approve was made by Mr. Mikec and seconded by Mr. Borio. Motion approved and ordered.*

Council to consider Resolution 1555 (A Resolution authorizing the filing of an application for CDBG funds in the amount of \$40,000, with Allegheny County Economic Development for Mount Vernon Avenue). *Motion to approve was made by Ms. Steele and seconded by Mr. Mikec. Motion approved and ordered.*

Council to consider Resolution 1556 (A Resolution to maintain the Borough of West View Police Pension Plan's employee contribution rate of 3% for the year 2024). *Motion to approve was made by Ms. Steele and seconded by Mr. Borio. Motion approved and ordered.*

Mr. Kircher made a motion to add the approval of the labor contracts to tonight's agenda. Solicitor Witherel added that a motion was required due to the contracts being finalized after the agenda was issued. *Motion to approve was made by Ms. Steele and seconded by Mr. Mikec.*

Council to consider the adoption of the labor contract for the Department of Public Works commencing January 1, 2024, through December 31, 2026. *Motion to approve was made by Ms. Steele and seconded by Mr. Mikec. Motion approved and ordered.*

Council to consider the adoption of the labor contract for the Police Department commencing January 1, 2024, through December 31, 2026. Mr. Barr requested permission to address Council on the new agenda items before they voted. Solicitor Witherel said it was allowed. Mr. Barr asked whether Chief Fromlak had said the union contracts were completed or not. Mr. Kircher replied that Chief Fromlak stated they were completed today and asked Solicitor Witherel if they could be added to the agenda and approved tonight. Solicitor Witherel indicated they could be added to the agenda in the form of a motion and the amended agenda would be posted on the website. Mayor Henry added that if he had any additional questions, Mr. Kircher or Chief Fromlak could answer them. *Motion to approve was made by Mr. Mikec and seconded by Mr. Borio. Motion approved and ordered.*

#### ANNOUNCEMENTS

There were no announcements.

#### ADJOURNMENT

Vice President Kircher thanked everyone for participating in the meeting and wished all in attendance a happy Thanksgiving. With no further business to come before Council, *Motion to adjourn was made by Ms. Steele and seconded by Mr. Borio. Motion approved and ordered.* The meeting adjourned at 6:08pm.

Approved:

BOROUGH OF WEST VIEW

BY: \_\_\_\_\_

Haylie Kelly

Assistant Secretary