The regular monthly meeting of the Town Council of the Borough of East Rochester was held Wednesday, March 7, 2018 at 7:00 p.m. in the Lacock Dwellings Community Center, East Rochester, Pa.

PRESENT: Joyce Gordon, Kendra Hill, Jim Simon, Joe Seminick, Cathy Hutsky, and Mayor Bob Knox.

ALSO PRESENT: Solicitor Paul Steff, Chief Frank Mercier, Engineer Jeff Frye, and John Clay, Zoning/Code Officer and Sam Landis, Maintenance Worker.

CITIZENS: Debbie Pfeifer, Mark Fuller & Susan Fuller.

MINUTES FROM PREVIOUS MEETING: President Gordon if there were any additions or corrections to the minutes of the previous meeting. Motion was made by Kendra Hill to accept the minutes and seconded by Joe Seminick. By way of roll call vote, all in favor. Motion carried.

COMMUNICATIONS: The Secretary reported the minutes from the February 8, 2018 RAJSA meeting are in the office for council review. The Secretary informed all of council that in their council folder is a quote from MGSoft-Net for a new computer and monitor. The monitor has completely died and she is using a replacement from MGSoft-Net at this point in time until council approves the purchase. The Secretary explained that the computer at the office was purchased 7 years ago and was told from Bob Bickerton from MG that it really isn't an office grade computer, it's more for home use and the life of it was probably 5 years – the Borough got 2 extra years out of it. President Gordon explained the computer itself would be paid out of the Liquid Fuels account and the installation would be paid out of the General Fund. A motion was made by Joe Seminick to allow the purchase of the computer and monitor and seconded by Cathy Hutsky. By way of roll call vote, all in favor. Motion carried.

MAYOR and POLICE: Chief Mercier presented the police report for February. There were a total of 55 police calls in the Borough in the month of February. Motion was made to accept February's police report by Kendra Hill and seconded by Jim Simon. By way of roll call vote, all in favor. Motion carried.

STREETS & SEWERS: Jim Simon mentioned that it was brought to his attention that 5th Street in the area near Oak Street is beginning to deteriorate and needs attention. Council asked the Engineer to look into this and report back. Mayor Knox asked Jim Simon if on Tuesday March 13th the road maintenance worker could attend a tour Valvoline was putting on. Jim Simon gave his permission.

BUILDING PERMITS: Code Enforcement Officer, John Clay reported he had seven calls and two zoning inquires. He got the final plans for the State Store which looks to open possibly June or July 2018. They will be using both store fronts, it will be similar to the Chippewa State Store. El Paso has started gutting out the inside, they are waiting on their liquor license. President Gordon asked if they need a permit to do what they are doing inside, and Code Officer explained that they do not for that interior clean-up work. He explained that they will acquire their other permits once they get to the point they get their liquor license and will need to start moving forward. President Gordon asked if there was anything on the Video Store, Code Officer Clay said there is nothing new. President Gordon asked if Code Officer Clay checked on the 2 "home" businesses that have been in question – Mr. Clay said he did, he said he did not get a response from the resident at 816 7th Street, or the business on Ohio River Boulevard. Code Officer Clay thinks they maybe one in the same owner – President Gordon responded that she does not think so because the business on the Boulevard appears to be selling cars. Mr. Clay stated that he has stopped at the establishment at least 3 times and there has never been anyone at there, but both businesses have out-of-state cell phone numbers. President Gordon believes the last name of the parties are different. The Police Chief asked what type of business the owner on 7th Street has, and President Gordon & Code Officer Clay both said they don't know and don't know if that business is selling on-line or not. Code Officer reiterated that he has called that business repeatedly – left messages and can't get any response. He's gone to the house also, but no response. President Gordon stated that supposedly the business on the Boulevard does have an on-line business. Code officer Clay said he hadn't looked that one up. Jim Simon asked Code Officer Clay about the Carver property and is there anything being done to get that taken care of. Mr. Clay said he was intending to have a meeting with Solicitor Steff to discuss the future of that because he's on Mr. Clay's radar to have something done with the property.

FINANCE & BUDGET: The secretary reported the Schedule of Bills presented to each

councilperson totaled $18,784.84.

TAX REPORT: There was $8,492.55 in taxes collected in February 2017 and the tax collector's commission is $424.63. Kendra Hill made a motion to approve the bills and to approve the tax collector's report and commission. It was seconded by Joe Seminick. By way of roll call vote, all in favor. Motion carried.

FIRE DEPARTMENT: Jim Simon stated there was no department meeting so he had nothing to report. Mayor Knox asked Jim Simon if he had a chance to ask anyone from the Fire Department about the discussion from the February council meeting regarding the Fire Department donating their generator to East Rochester Borough. Jim Simon apologized to Mayor Knox and said he completely forgot about the request from last month until he read his minutes.

SOLICITOR, ORDINANCE & LITIGATION: Solicitor Paul Steff reported he had been asked to read two letters that had been sent to the Borough from the Borough's auditor Herrmann & Loll. Solicitor Steff talked to Ken Herrmann regarding the letters. The one letter relates to last year when the past tax collector resigned and the current tax collector came on board – it was necessary to have an audit done of the books anytime there is a changing of tax collectors – you have to have an audit of the books so that the old tax collector and the new tax collector can be separate. The letter dated July 15, 2017 outlined what the process was going to be as far as reviewing the records etc. – the letter had never been sent back in – so the letter needs to be signed and sent back to Herrmann and Loll CPA. Then the next letter dated January 23, 2018 is actually stating that the CPA has reviewed the records – the CPA is ready to render his opinion with a report. We will be invoiced separately Both letters need signed and sent back to Herrmann & Loll CPA- he has his report ready to send to the Borough and invoice separately.

In the matter of the tax collectors bond – the Solicitor has followed up on that – he has been in touch with Mr. Keeling- the Solicitor obtained some information from the tax collector and sent that to Mr. Keeling and the bond should be forthcoming.

The Solicitor did speak with Mr. Duffy of the Fire Department recently. They discussed the status of things and as far as the matter of the generator goes, it would probably be something that the Fire Department is not going to do right away. It may be something that later on in the dissolution and the accounting of things then the Fire Department can explore those things, but at this point they would have to account for that.

BOROUGH ENGINEERING: Jeff Frye reported that at the February meeting he told council he received plans for the RAJSA project. He since got a request that they redline any utilities of the Borough. The Engineer stated they had everything marked. The force-main is going to run along Valvoline so it's not effecting our infrastructure because we don't have much in that area.

The Engineer explained that he worked with the Borough Secretary to apply for the CDBG grant – the application was hand delivered to the Beaver Falls office on February 15th – it was due on February 16th. This was the pre-application, and neither he nor the Borough office has heard anything back as to an approval or denial yet. President Gordon asked what the next step is, and Engineer Frye explained if approved the Borough will continue with a formal application.

Engineer Frye gave an update telling about the MS4 application that he previously applied for – he explained that East Rochester has a pre-application waiver and in 2 of his other Municipalities that he has pre-application waivers in (Freedom & Fallston) – they have gotten their MS4 approval – so Engineer Frye is hopeful East Rochester's approval is coming soon.

Engineer will look at 5th Street.

Engineer asked the maintenance worker if the pump at the lift station is still working ok, Sam said yes, things are still working ok.

RECREATION: Cathy Hutsky asked if there are time-lines to get grants. Engineer Frye explained that you have to meet submission dead-lines. He explained that in the case of the CDBG we got the paperwork to the Beaver Falls office on the 15th of February and the deadline was the 16th of February – and then if we get to continue – the next deadline is when the formal application will be due which he believes is sometime in March. He explained that all grants have deadlines. President Gordon asked Ms. Hutsky if she is thinking about grants for Recreation. Engineer Frye informed Ms.

Hutsky that if she's interested they can look to see if there are grants available. He explained she may have missed some, Darlington Twp. is on their 3rd grant – there is money available – but it has to be applied for. He explained that when Darlington first started they had the mind set they were just a little community, but now they've gotten 3. Now they have a playground that they didn't have before. Now they're putting in composting toilets because they don't have sewage in the area. There was a discussion held regarding the poor state of the playground on 5th Street and how to correct it going forward.

UNFINISHED BUSINESS: Joyce Gordon reported the donation to the Rochester War Memorial. It was decided to be discussed at the work session at the April meeting. It will be on the Agenda. Mayor Knox asked if the donation could be made in the name of the past Mayor James Cable. Solicitor Steff explained that since it was being made with tax payer's money, that it could not be.

Jim Simon requested that the Borough Secretary contact Duquesne Light again because there are 3 lights on Ohio River Boulevard that are not working. President Gordon asked where these lights are – Jim Simon said one directly at the bottom of the hill (Lacock Avenue) and 2 going toward the Plaza. Chief Mercier told Council that he was at a meeting in Bridgeville and in 2023 the Rochester/Monaca Bridge will be closed down for repairs – it will be a very lengthy process – and in this meeting the lights on the East Rochester Bridge were discussed and it was asked (and there were representatives from Duquesne Light present also) were any of their lights not working/out. The Chief thinks it might be a worthwhile attempt to call the Bridgeville office. The Chief will get the Secretary a contact name and email address and or phone number to contact.

The Secretary asked Jim Simon who in the past, when the lights were out, got the pole numbers – she would need those so when she called to report this that would be necessary. Jim Simon said the road maintenance worker would get those.

Mayor Knox asked under unfinished business what was Council's final decision for the residents on 8th Street from the discussion of road maintenance from the February meeting. The Fuller's stated they understood Council to say they would plow the road going forward but would they maintain the road for potholes etc.? Kendra Hill spoke to the situation by saying "care" of the road was never discussed previously. Mrs. Fuller stated they are just confused – about the maintenance and since they are part of the mileage, they should have maintenance as well. The Solicitor stated that when the Fullers came to the February meeting with their concerns about the status of the road – where is it – what we do –past practice etc. and the decision to have the road maintenance worker plow the road doesn't change the status – there has been no status change. At the February meeting Council told the resident that the street would be maintained and that settled the matter.

President Gordon adjourned the meeting

At this time Mayor Knox asked if the President was or was not going to address New Business. The Solicitor said due to not having a motion to adjourn – New Business could still be brought up. Mayor Knox said he would address his business at the April meeting.

NEW BUSINESS:

A motion to adjourn was made by Jim Simon and seconded by Kendra Hill. Meeting adjourned at 7:40.

Respectfully submitted,

Jan Mohrbacher, Borough Secretary