

**BOROUGH OF INGRAM
REGULAR COUNCIL MEETING
MAY 13, 2019**

The April 8, 2019 Regular Meeting of Ingram Borough Council was called to order by Council President Richard Nucci at 6:30 p.m. in the Ingram Borough Municipal Building. The Pledge of Allegiance was led by Mayor Stetz.

Members present

Richard Nucci, President
Joe Chesno-Vice President
Karen Dixon
Jerry Ellis
Tim Taylor
Samantha Wilfert

Also present were:

Robert Garvin - Solicitor
Bryan Flaugh - Engineer
Sharon Stetz-Mayor
Debbie Stecko – Secretary-Treasurer

Councilman Paul Tebbets was unable to attend.

Mr. Nucci announced that prior to this meeting, a Public Hearing was held at 6:15 p.m. to take citizen comments regarding the Verizon Cable TV Franchise Renewal.

Mr. Nucci also announced that the Planning Commission met at 6:00 p.m. to review a proposed subdivision for the Cobb Corner Plan of Lots.

Kerry Krider of HMT and Associates made a presentation to Council regarding a Rental Inspection Program. He reviewed how the process would work and what his firm could provide to Council. He stated that his firm would compile a list of landlords. The consensus of Council was to have Mr. Krider prepare a proposal for rental inspection services and administration.

REQUESTS FROM CITIZENS

There were no citizen requests.

ENGINEER'S REPORT – Bryan Flaugh

Mr. Flaugh reported bids for CCTV, Excavation, and Spot Lining have been prepared and advertised by the SHACOG. He stated that he is waiting to hear from PA American Water regarding the work they need to do before Wheeler can be paved.

POLICE CHIEF – Jack Doherty

Due to the absence of Chief Doherty, no report was given.

PUBLIC WORKS FOREMAN'S REPORT – Steve Palmer

Due to the absence of Mr. Palmer, no report was given.

APPROVAL OF MINUTES

A MOTION was made by Mr. Chesno; seconded by Ms. Dixon; to approve the minutes of the Regular Meetings of September 10, 2018, October 4, 2018, November 12, 2018 and December 10, 2018 as presented. The MOTION was unanimously passed.

COMMITTEE REPORTS

BUILDING & ZONING/CODE ENFORCEMENT– Paul Tebbets

Due to the absence of Mr. Tebbets; Mr. Taylor gave a report. He stated the Planning Commission recommends Council approve the subdivision. As it stands now, the current property line goes through the existing house. It was agreed that the garage currently on the property be razed.

A MOTION was made by Mr. Taylor; seconded by Ms. Dixon; to approve the Cobb Corner Plan of Lots subdivision as per the Planning Commission’s recommendation with the condition that the garage is razed.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

PARKS & RECREATION – Joe Chesno

Mr. Chesno updated Council on activities concerning Ingram Days.

HIGHWAYS, HEALTH & SANITATION – Karen Dixon

A MOTION was made by Ms. Dixon; seconded by Mr. Taylor; to recommend the SHACOG Joint Municipal O&M CCTV Inspections Cleaning Contract (Year 9) be awarded to State Pipe Services in the amount of \$151,237.30 as outlined in the Engineer’s letter of May 3, 2019. Ingram’s share of the project is estimated to be \$13,896.00.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Ms. Dixon; seconded by Mr. Ellis; to recommend the SHACOG Joint Municipal Sanitary Sewer O&M Point Repairs Contract (Year 8) be awarded to State Pipe Services in the amount of \$ 247255.00 as outlined in the Engineer’s letter of May 3, 2019. Ingram’s share of the project is estimated to be \$ 57,780.00.

HIGHWAYS, HEALTH & SANITATION – Karen Dixon

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Ms. Dixon; seconded by Mr. Ellis; to recommend the SHACOG Joint Sanitary Sewer Lining Project - Spot Lining (Year 13) be awarded to State Pipe Services in the amount of \$ 54,884.00 as outlined in the Engineer's letter of May 3, 2019. Ingram's share of the project is estimated to be \$13,530.00.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Ms. Dixon; seconded by Mr. Ellis; to recommend the SHACOG Sanitary Sewer Lining Project – Manhole to Manhole Lining (Year 13) be awarded to Jet Jack, Inc. in the amount of \$ 207,997.50 as outlined in the Engineer's letter of May 3, 2019. Ingram's share of the project is estimated to be \$ 50,165.00.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Ms. Dixon; seconded by Mr. Ellis; to hire Daniel Spezialetti as a part-time summer laborer at the rate of \$10.35/hour pending the outcome of a drug test.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Ms. Dixon; seconded by Mr. Ellis; to accept the renewal quote for renewal licenses for GIS software from ESRI in the amount of \$1,663.00.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

POLICE & FIRE – Samantha Wilfert

Mrs. Wilfert read the Fire Report provided by the City of Pittsburgh for the period April 5, 2019 through May 1, 2019. She stated the City responded to one fire call. Mrs. Wilfert stated that she had a preliminary discussion with Chief Doherty regarding new computers for the cars and office.

FINANCE - Tim Taylor

Mr. Taylor reported the Website Committee sent out seven RFP's to vendors. Only one vendor responded, CivicCMS. Their price was \$7,000.00 to develop the website and \$2,000/year to maintain it. Mr. Nucci asked Mr. Taylor to follow-up with the designer of the Carnegie Borough website.

A MOTION was made by Mr. Taylor; seconded by Ms. Dixon; to ratify the payment of the April 11, 2019 payroll in the amount of \$25,471.18 the April 25, 2019 payroll in the amount of \$ 23,705.39; and the May 9, 2019 payroll in the amount of \$ 24,866.26.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Mr. Taylor; seconded by Mr. Ellis; to ratify the payment of expenses on April 9, 2019 as follows: General Fund - \$ 299.02 and the Payroll Fund - \$ 2,005.85.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Mr. Taylor; seconded by Mr. Ellis; to ratify the payment of expenses on April 23, 2019 as follows: General Fund - \$ 28,391.13.; Recreation Fund - \$ 74.83; Sewer Fund - \$ 67.76; Payroll Fund - \$2,138.97; and Liquid Fuels Fund - \$ 620.00.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

A MOTION was made by Mr. Taylor; seconded by Mr. Ellis; to ratify the payment of expenses on May 7, 2019 as follows: General Fund - \$ 191.70 and the Payroll Fund - \$ 2,071.70.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

FINANCE - Tim Taylor

The MOTION carried unanimously.

A MOTION was made by Mr. Taylor; seconded by Ms. Dixon; to pay the expenses for the month of May, 2019 as follows: General Fund - \$ 14,194.73; Recreation Fund - \$ 4,544.54; Sanitary Sewer Fund - \$ 7,047.16; and Liquid Fuels Fund - \$ 3,034.75.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

GENERAL GOVERNMENT – Jerry Ellis

A MOTION was made by Mr. Ellis; seconded by Mr. Chesno; to authorize the Boy Scouts to use the shelters at the Park on Tuesday, June 4, 2019 for a picnic and waive the fee.

ROLL CALL:	Mr. Chesno	Yes	Mr. Tebbets	Absent
	Ms. Dixon	Yes	Mrs. Wilfert	Yes
	Mr. Ellis	Yes	Mr. Nucci	Yes
	Mr. Taylor	Yes		

The MOTION carried unanimously.

MAYOR’S REPORT – Sharon Stetz

Mayor Stetz reported the Police Department answered 191 calls for the month of April, 2019. The income received from the Magistrate’s Office totaled \$ \$1,280.16.

SECRETARY’S REPORT – Debbie Stecko

Mrs. Stecko reported she met with a representative of the Service Line Warranty of America last week. Residents will be mailed information regarding the sewer/water line program the week of May 20, 2019.

Mrs. Stecko concluded her report stating the Borough’s annual audit will begin on Wednesday, May 15, 2019.

SOLICITOR’S REPORT – Robert Garvin

Mr. Garvin reported Alcosan is working on a truck line agreement with municipalities. At this time, it is not completed. He asked for an Executive Session at the end of the meeting to discuss a legal matter.

PRESIDENT’S REPORT – Richard Nucci

Mr. Nucci updated Council on Char-West COG matters.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

PUBLIC COMMENT

There were no comments or questions from the audience.

MOTION TO ADJOURN

A MOTION was made by Mr. Ellis; seconded by Ms. Dixon; to adjourn to Executive Session. The MOTION was unanimously passed. At 7:18 p.m., Council adjourned to Executive Session.

Respectfully submitted,

Deborah A. Stecko, Secretary