

## **THORNBURG BOROUGH COUNCIL MINUTES OF JANUARY 4, 2021**

- Meeting Time:** The meeting was called to order at 7:00 PM.
- Location:** The meeting was held remotely via Zoom
- Attendance:** President Sigo Falk (2021) and council members Vinnie Coppola (2021), Mary Ditmore (2023), Zane Long (2023), Mark Perrott (2021), Sam Runyon (2023), and Tony Szmul (2021) were present. Mayor Tom Mackin (2021) was present. Secretary/Treasurer Dorothy Falk and Solicitor Emily Mueller were present.

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**The Pledge of Allegiance was recited.**

### **READING OF THE MINUTES:**

Mr. Szmul made a motion to dispense with reading the Minutes of December 8, 2020. Mr. Runyon seconded the motion, and it was unanimously approved.

Mr. Coppola made a motion to accept the Minutes of December 8, 2020 as presented. Mr. Szmul seconded the motion, and it was unanimously approved.

### **CITIZEN'S FORUM:**

Master plan update: Marty Powell and Mark Chachula from The Design Alliance updated council on the status of the committee meetings. The park committee discussions identified five potential goals: maintaining the scale and orientation of the park with its four distinct levels; improving the playground equipment; improving surface drainage; capitalizing on potential synergy with rebuilding of the north slope retaining wall; and addressing minor storm water drainage issues. The building committee discussions focused on replacing toilets (quantity and access); increasing accessibility; improving comfort, enhancing food service, and addressing theater limitations. A discussion followed. Initial sketches will be available at the next council meeting.

### **SOLICITOR'S REPORT:**

Solicitor Mueller reported that the former Miller property had been approved for tax exemption but had not been taken off the tax roll. It has been taken care of.

Employee handbook: A discussion was held on the need to update the employee handbook. A committee of Mayor Mackin, Mr. Perrott, Mr. Runyon, and Mr. Long will look into it.

### **EXECUTIVE SESSION:**

Council went into executive session at 7:30 PM to discuss potential legal action. Council came out of executive session at 7:45 PM.

### **APPOINTMENTS:**

Mr. Coppola made a motion that council make the following reappointments:

- Solicitor – Emily Mueller (GRB)
- Engineer – Clint Reilly (NIRA)

- Tax collector (non real estate) – Bill Linnert (Jordan Tax Services)
- Vacancy Chair – Lorraine Runyon
- Auditor – Peter Vancheri (HSMW)
- Newspaper of record – Pittsburgh Post-Gazette
- Zoning Hearing Board – Joan Britten
- UCC Appeals – Ken Marino
- Planning Commission – David Jose

Mr. Runyon seconded the motion, which passed unanimously.

Mr. Perrott made a motion that council reappoint Dorothy Falk as Borough Secretary/Treasurer. Mr. Coppola seconded the motion, and it passed unanimously (6-0) with President Falk abstaining.

#### **MAYOR’S REPORT:**

Mayor Mackin gave the police report for December. There was a minor vehicle accident on Harvard at Baldwin (no injuries), three alarm calls (all false), one animal complaint, one welfare check, and one suspicious person.

#### **ENGINEER’S REPORT:**

No report.

#### **TREASURER’S REPORT**

Ms. Falk presented council with a list of deposits made since the last council meeting, a draft profit and loss report for FY 2020, and a current balance sheet.

Disbursements: Ms. Falk presented the monthly Disbursement Report. Mr. Szmul made a motion that council approve the disbursements as presented. Mr. Runyon seconded the motion, which was approved unanimously

Retirement contribution: Ms. Falk reminded council that a resolution was needed to establish the retirement contribution at a rate other than 6%. Mr. Perrott made a motion that council authorize a 10% retirement contribution for 2021 as approved in the budget. Mr. Szmul seconded the motion, which passed unanimously.

Audit proposal: Ms. Falk presented the proposal from HSMW to perform the 2020 financial audit. A discussion followed. Mr. Perrott made a motion that council accept the proposal from HSMW to perform the 2020 audit at a cost of \$4,550, which was seconded by Mr. Long and approved unanimously

#### **COMMITTEE REPORTS:**

**Administration** (Mr. Szmul): No report.

**Budget and Finance** (Mr. Falk, Mr. Runyon): No report.

**Public Works/Sewers** (Mr. Coppola): No report.

**Community Facilities** (Ms. Ditmore): No report.

**Land Conservation/Resources** (Mr. Long): No report.

**Public Relations** (Mr. Perrott): No report.

**OLD BUSINESS:**

Tree removal: Mr. Szmul reported that several private trees previously marked by Duquesne Light were cut down on Tech. A discussion followed. Mayor Mackin will contact Duquesne Light for more information. Mr. Szmul will contact the neighbors whose trees were removed.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

Mr. Runyon made a motion to adjourn the meeting at 8:10 PM which was seconded by Mr. Falk. The motion carried.