

**THORNBURG BOROUGH COUNCIL  
REGULAR MEETING  
MINUTES OF MARCH 7, 2022, continued to MARCH 15, 2022**

**Meeting Time:** The meeting was called to order at 7:00 PM by President Falk (2025).

**Location:** Thornburg Community Center, auditorium

**Attendance:** Council members Lauren Catanzarite (2025), Vinnie Coppola (2025), Mary Ditmore (2023), Zane Long (2023), Sam Runyon (2023), and Tony Szmul (2025) were present. Also present were Mayor Tom Mackin (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller.

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**Pledge of Allegiance was recited.**

**READING OF THE MINUTES:**

Mr. Long made a motion to dispense with reading the Minutes of February 7, 2022. Mr. Runyon seconded the motion, and it was unanimously approved.

Mr. Long made a motion to accept the Minutes of February 7, 2022 as presented. Ms. Catanzarite seconded the motion, and it was unanimously approved.

**PRESIDENT'S REPORT:**

President Falk commended Solicitor Mueller for her expertise on municipal legal issues.

Mission Statement and Resolution – President Falk read a proposed mission statement for the Borough of Thornburg:

The Borough of Thornburg is dedicated to providing its residents and businesses with a variety of public services in a cost effective, responsible manner and to promoting the safety and welfare of its residents. It is committed to being a good steward of its financial, physical, and environmental resources and to maintaining the historic character and livability of “Pittsburgh’s most attractive suburb”\*.

*\*Thornburg Land Company advertisement in the early 1900s.*

Mr. Szmul made a motion that Council pass a resolution adopting the mission statement to help guide Council decisions and implement its responsibilities. The motion was seconded by Ms. Ditmore and passed unanimously.

LSA Grant Resolution – President Falk described the three phases of the Master Plan project for which Council is applying for the PA Local Shares Account (LSA) grant: updating mechanicals throughout the Community Center, construction of new bathrooms on the lower level, and addition of an accessible corridor. Ms. Catanzarite made a motion that Council pass a resolution approving a grant application to the LSA in the amount of \$986,933 and authorizing Council President Sigo Falk and Secretary/Treasurer Dorothy Falk to execute the necessary documents and agreements. Mr. Long seconded the motion, which passed unanimously.

Implementation of Master Plan Resolution – President Falk summarized the proposed resolution which outlines the development of the Master Plan, accepts the preliminary schematic design developed by The Design Alliance Architects, and states Council’s intent to implement the Master Plan subject to the availability of funds. Mr. Long made a motion that Council pass the resolution as presented, which was seconded by Mr. Runyon. A discussion followed. The motion passed unanimously.

Pledge Agreement and Resolution –President Falk shared the current pledge agreement for Capital Campaign fundraising. Ms. Catanzarite made a motion that council pass a resolution approving the pledge agreement, which was seconded by Mr. Coppola. A discussion followed. The motion passed unanimously. Discussion continued regarding the potential for excess or unspent funds. Mr. Long made a motion to rescind the approval of the pledge agreement resolution, which was seconded by Mr. Coppola. The motion was passed unanimously. Solicitor Mueller will modify the language of the agreement to restrict use of pledged funds to the Capital Campaign project.

TDA proposal for construction work and bid preparation and Resolution – President Falk summarized the proposal from The Design Alliance for architectural and engineering construction plan services to implement the Phase 1 improvements of the Master Plan. Mr. Runyon made a motion that Council pass a resolution accepting the proposal as presented and authorize President Falk to execute the agreement, which was seconded by Mr. Coppola. A discussion followed. The motion passed by a vote of 6-0, with Ms. Ditmore abstaining.

#### **SOLICITOR’S REPORT:**

Solicitor Mueller was present. She will modify the pledge agreement to address the expressed concerns. Council will reconvene this meeting on March 15 to review the revised agreement.

#### **PUBLIC FORUM:**

Residents Colleen Kamnikar, Elizabeth Wright, Joan Britten, Marie Urick, Sue Kelly, Steve Salvador, Judy Thompson, and Laura Irwin were present to observe.

#### **MAYOR’S REPORT:**

Mayor Mackin gave the police report for February. There were six alarm calls (all false), one motor vehicle accident on Baldwin, one custody dispute, one suspicious person/event on Harvard, one vehicle in the Conservation Park lot when it was closed, and one pedestrian disturbing the peace.

#### **ENGINEER’S REPORT:**

President Falk reported that the park survey was completed last Friday. Ms. Falk reported that Duquesne Light requested and received approval for the installation of 12 new poles in lower Thornburg.

#### **TREASURER’S REPORT:**

Ms. Falk presented council with a list of deposits made since the February meeting, as well as a balance sheet and P&L report.

Disbursements: Ms. Catanzarite made a motion to approve the disbursements for March as presented, which was seconded by Mr. Runyon. It was unanimously approved.

Franchise renewal agreement: Ms. Falk informed Council that franchise fees are direct pass-through fees from residents to the borough, not something negotiated that Verizon or Comcast pay from their revenues. The GRB estimate for the renewal agreement would be \$1,000- \$1,500. Council authorized GRB to negotiate the Comcast renewal agreement

### **COMMITTEE REPORTS:**

**Finance**: No report.

**Human Relations**: No report.

**Public Relations**: No report.

**Roads**: Mayor Mackin indicated that Eton paving should be done in the near future.

**Sewers**: Mr. Coppola reported that NIRA is starting to prepare the MS 4 waiver. He will work with them to keep the fees down.

**Steering**: Ms. Catanzarite reported that postcards have been mailed for the kickoff presentation of the Capital Campaign. Signs will be going up throughout the neighborhood after the event.

**Playground**: No report.

**Grants**: Ms. Ditmore reported that the meeting with Rep. Dan Deasy went well. A meeting with State Sen. Devlin Robinson is being planned. Their support will help with grant applications.

**Fundraising**: No report.

### **OLD BUSINESS:**

Bridge work: A discussion was held on potential traffic issues in Thornburg when PennDOT begins the bridge work. Mayor Mackin will see if PennDOT will help with the cost of additional police patrols.

### **NEW BUSINESS:**

New mower for public works – The current mower is failing. The cost to replace it with a zero-turn mower will be about \$4k. Council approved the purchase.

### **CONTINUATION:**

Mr. Runyon made a motion at 8:35 PM to continue the meeting to Tuesday, March 15, 2022 at 7:00 PM, which was seconded by Mr. Long. The motion was unanimously approved.

The meeting was reconvened at 7:02 PM on Tuesday, March 15, 2022 by President Falk. Ms. Catanzarite, Ms. Ditmore, Mr. Long, and Mr. Runyon were present. Solicitor Mueller and Secretary/Treasurer Dorothy Falk were also present.

Pledge Agreement and Resolution –Solicitor Mueller summarized the changes to the pledge agreement. Ms. Catanzarite made a motion that Council pass a resolution approving the revised pledge agreement as presented, which was seconded by Mr. Long. A discussion followed. The motion passed unanimously (5-0).

Mr. Runyon made a motion that council amend the meeting agenda to include a new item regarding filming an ad in the Conservation Park. Mr. Long seconded the motion, which was approved unanimously.

Mr. Coppola arrived.

Filming in the Conservation Park. Mayor Mackin was approached regarding filming an ad for the PA Lottery in the Conservation Park. Mayor Mackin summarized the proposal, which involves minimal risk of damage to the park and a contribution to the borough of \$1,000. Mr. Runyon made a motion that council approve the proposal and authorize President Falk to enter into the agreement. The motion was seconded by Ms. Catanzarite and passed unanimously (6-0).

Playground update: President Falk shared a diagram of the playground location incorporating the information from the NIRA survey and reviewed the cost estimate. Timing and project oversight were discussed. Mr. Runyon will put together a schedule of tasks required for the playground installation.

**ADJOURNMENT:**

Mr. Runyon made a motion to adjourn the meeting at 7:45 PM. Mr. Coppola seconded the motion, which carried.