

**THORNBURG BOROUGH COUNCIL  
REGULAR MEETING  
MINUTES OF DECEMBER 4, 2023**

**Meeting Time:** The meeting was called to order at 7:00 PM.

**Location:** Thornburg Community Center, auditorium

**Attendance:** Council Vice President Vinnie Coppola (2025) was present and chaired the meeting. Council members Mary Ditmore (2023), Zane Long (2023), Sam Runyon (2023), and Tony Szmul (2025) were present. Also present were Mayor Tom Mackin (2025), Solicitor Emily Mueller from GRB, and Secretary/Treasurer Dorothy Falk.

**Regrets:** Council President Sigo Falk (2025) and Council member Lauren Catanzarite (2025)

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**Pledge of Allegiance was recited.**

**VICE PRESIDENT'S REPORT**

Resolution honoring Sam Runyon: Vice President Coppola read a resolution thanking Mr. Runyon for his service to Thornburg as a member of Council. Mr. Long made a motion that Council adopt the resolution as presented, which was seconded by Ms. Ditmore. The motion passed 4-0, with Mr. Runyon abstaining.

**READING OF THE MINUTES:**

Mr. Runyon made a motion to dispense with reading the Minutes of November 6, 2023. Mr. Long seconded the motion, and it was unanimously approved.

Mr. Runyon made a motion that Council accept the Minutes of November 6, 2023 as amended. Mr. Long seconded the motion, and it was unanimously approved.

**PUBLIC FORUM:**

Newly elected Council member Michael Jameson was present to observe.

Resident Guy Trulli (Lehigh) questioned the delinquent ALCOSAN billing process. A discussion followed. Mr. Trulli wrote a check to pay his invoice.

**SOLICITOR'S REPORT:**

Window replacement project agreements and resolution: Solicitor Emily Mueller presented the agreements with TEDCO and The Design Alliance for the window replacement project. The contract was revised to reflect that window installation would occur within 45 days of their delivery. A discussion followed. Mr. Runyon made a motion that Council pass Resolution 2023-08 authorizing the execution of the agreements as presented. The motion was seconded by Vice President Coppola and passed unanimously.

**ENGINEER'S REPORT:**

Borough engineer Clint Reilly submitted a partial pay application in the amount of \$15,288.73 for Iron City Construction for the storm sewer replacement project. The final cost will be

approximately \$21k less than originally estimated due to the elimination of unnecessary test bores and a lower survey cost. A discussion followed. Payment was approved, leaving a 5% retainage.

The DCED Small Water and Sewer Project grant awards were postponed again. They will hopefully be awarded by January.

### **MAYOR'S REPORT:**

Mayor Mackin did not have a police report from November. He did speak with the Crafton Police regarding the additional stop sign monitoring in Thornburg. In October and November, three citations and four warnings were issued at the Cornell/Hamilton intersection; three citations and three warnings were issued at Harvard/Eton.

### **TREASURER'S REPORT:**

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

Disbursements: Ms. Falk presented the list of disbursements for December. A discussion followed. Mr. Runyon made a motion to approve the disbursements as presented. Mr. Szmul seconded the motion. It was unanimously approved.

Draft 2024 budget – Ms. Falk presented Draft C of the 2024 budget. A discussion followed. Mr. Szmul made a motion that Council adopt the 2024 budget as presented. Mr. Runyon seconded the motion, which passed unanimously.

Millage Resolution: Ms. Ditmore made a motion that council resolve to maintain the 2024 real estate millage at the 2023 rate of 6.6 mills. Mr. Szmul seconded the motion, which passed unanimously.

January 2024 meeting date: Ms. Falk informed Council that the first Monday of January falls on January 1, which is a federal holiday. A discussion followed. Council confirmed that the January meeting will be moved to Tuesday, January 2, 2024 and will serve as the reorganization and regular monthly meeting.

### **COMMITTEES:**

#### Construction Projects

*Storm sewer project:* Covered in the engineer's report.

*Window replacement:* Covered in the solicitor's report.

*Mechanicals:* No update.

*Hamilton Road Sidewalk:* No update

#### Human Resources:

*Secretary/treasurer bonus:* Mayor Mackin reminded Council that it needed to authorize all employee bonuses. A discussion followed. Vice-President Coppola made a motion that Council authorize a bonus of \$1,500 for Secretary/Treasurer Dorothy Falk for her efforts in 2023. The motion was seconded by Ms. Ditmore, and it passed unanimously.

*Secretary/treasurer position opening:* Ms. Falk informed Council that she will be stepping down as the Borough secretary/treasurer due to increased family demands. She expressed flexibility with timing to ensure that a qualified candidate can be found. A discussion followed, including options to make the transition successful.

Traffic Calming:

Mr. Runyon summarized outstanding issues that will need to be addressed after he leaves Council, including establishing a stop sign on Eton, the possibility of purchasing a radar speed sign, the need to analyze the speed data, and the importance of community input. He will provide his materials to the new committee chair.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

Mr. Long made a motion that the meeting be adjourned at 7:45 PM, which was seconded by Mr. Runyon. The motion carried.