

**THORNBURG BOROUGH COUNCIL
REGULAR MEETING
MINUTES OF JULY 5, 2023**

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

Location: Hamilton Road Park, Pace Pavilion

Attendance: Council President Sigo Falk (2025) was present. 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) and Solicitor Emily Mueller from GRB

Regrets: Secretary Dorothy Falk. Resident Lorraine Runyon recorded the meeting minutes on her behalf.

The Pledge of Allegiance was recited.

READING OF THE MINUTES

Mr. Runyon made a motion to dispense with reading the Minutes of June 5, 2023. Ms. Catanzarite seconded the motion, and it was unanimously approved.

Mr. Runyon asked the minutes be amended as follows: In the last sentence on page 2 for “Lawn Mower”, insert the word NOT between “amount” and “to exceed”. Mr. Runyon made a motion to accept the Minutes of June 5th, 2023 as amended. Ms. Catanzarite seconded the motion, and it was unanimously approved.

President Falk thanked Mr. Long for his donation of a lawn mower to the Borough Maintenance department.

PUBLIC FORUM

Traffic Calming Committee:

Resident Greg Begg (Princeton), Public Works Director Rob Murphy and Crafton Police Chief Mark Sumpter were present for the Traffic Calming discussion. Committee Chairman Runyon listed the other Committee Members: Mr. Long, Ms. Catanzarite and Mr. Szmul and noted he had requested the presence of other interested parties for this discussion (Crafton Fire Dept, Crafton Children’s Corner director, UPS/FedEx delivery management) but they did not attend this meeting.

A discussion followed, including :

- Ms. Catanzarite noted this topic covers not just speeding cars, but also parking violations, signage matters, walker safety and traffic control.

- Mayor Mackin pointed out that the speed limit on the roads throughout the Borough is 25 mph with the only exception being Hamilton Road in front of the Community Building. That speed is 15 mph (standard school mph).
- Chief Sumpter explained the difference between a “speed bump” and a “speed hump”. A “speed bump” is a narrow strip of material spread across the road. There is usually no warning of its presence and thus, drivers do not slow down until they have encountered it. “Speed bumps” are illegal in PA. “Speed humps” are wider strips of material (either paving material or temporary humps made of steel and rubber and screwed into the road). “Speed humps” frequently have signs warning drivers of their presence. “Speed humps” are legal in PA. The Chief also voiced his support of the Committee and promised to help in any way he can.

No decisions were reached. Mayor Mackin asked Rob Murphy to make a list of the mph signs around the Borough. Council will include traffic concerns on the agenda for the August meeting.

SOLICITOR’S REPORT

Employee manual update: Mr. Long distributed a draft of the Employee Manual to council prior to this meeting. Solicitor Emily Mueller answered questions pertaining to some statements in this manual. Mr. Long will revise the manual as directed by council and this revised document will be examined at the August meeting.

CAPITAL IMPROVEMENTS

President Falk distributed and explained a Capital Improvements spreadsheet listing funding data and estimated construction costs for future projects (Electrical, Storm Sewer, Grading/Paving, Windows and Mechanical work). No council action was required at this time.

MAYOR’S REPORT

Mayor Mackin gave the police report for June:

- 1 residential alarm (false alarm)
- 1 car alarm went off twice. Both were false alarms
- 1 report of a woman sleeping in her car in the Conservation Park parking lot at 3:14 AM. Police advised her to return home.

TREASURER’S REPORT

In Ms. Falk’s absence, President Falk presented council with a list of deposits made since the June meeting, as well as a balance sheet and P&L report.

Disbursements: Council questioned check # 18698 (payee: NIRA Consulting Engineers) for \$13,983.50. President Falk handed out a document identifying each charge on the NIRA invoice. A discussion followed. It was decided this check would be held pending further talks with NIRA. All other checks (totaling \$31,431.06) were approved. Mr. Long made a motion to approve the disbursements as amended. Mr. Coppola seconded the motion. It was carried unanimously.

2022 Audit and Financial Report: Council briefly discussed this Audit report. Since no action was required, they moved on to the next topic.

DCED Multimodal Fund Grant and resolution: at a previous meeting, Ms. Falk suggested the borough apply for a DCED multimodal fund grant for the Hamilton Road Sidewalk project, which is very similar in format to the PennDOT version of the grant submitted in December 2022. The December grant has not yet been awarded. The total project estimate for the DCED Multimodal Fund grant is \$210,500. The grant requires a 30% match. Ms. Catanzarite made a motion authorizing Ms. Falk to apply for the grant on behalf of the Borough. Mr. Szmul seconded the motion, which passed unanimously.

COMMITTEES

Human Resources

Employee manual update: Refer to Solicitor's Report on page 2.

Capital Improvement Projects

Mechanicals: President Falk distributed a "Master Plan, Phase Two Improvements" spreadsheet detailing the DOAS (Direct Outside Air System) project for the Community Building. A discussion ensued resulting in a motion (from Mr. Runyon, seconded by Mr. Coppola) to release \$10,900 to TDA to evaluate this DOAS system and provide their expert opinion to council. The motion passed by a vote of 6-0, with Ms. Ditmore abstaining.

Electric project: No change in status.

Window replacement project: The Design Alliance is working on putting the bid together.

OLD BUSINESS

Conservation Park sign: Mr. Runyon is painting the sign and will coordinate its installation with the help of the Borough Maintenance employees.

NEW BUSINESS

Mr. Szmul reported that a neighbor on Tech Road is temporarily parking his boat in his driveway. He said some other neighbors asked for clarification of the Ordinance governing parking of recreational vehicles in the Borough.

ADJOURNMENT

Ms. Catanzarite made a motion that the meeting be adjourned at 8:35 PM, which was seconded by Mr. Runyon and unanimously approved.