

**THORNBURG BOROUGH COUNCIL
REGULAR MEETING
MINUTES OF JUNE 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), Solicitor Mandy Culhane from GRB, and Secretary/Treasurer Dorothy Falk.

Regrets: None.

The Pledge of Allegiance was recited.

READING OF THE MINUTES

Mr. Runyon made a motion to dispense with reading the Minutes of May 1, 2023. Mr. Long seconded the motion, and it was unanimously approved.

Mr. Runyon made a motion to accept the Minutes of May 1, 2023 as amended. Mr. Long seconded the motion, and it was unanimously approved.

PUBLIC FORUM

Resident Zac Kamnikar (Hamilton) was present to observe.

Residents Mike, Melanie, and Mareena Shuster (Tech), Vince and Mary Grogan (Tech), and Will Roboski (Hamilton) requested an update on speeding issues and traffic concerns. Mr. Runyon reported that a Traffic Study committee has been formed and its initial meeting was held immediately prior to tonight's Council meeting. A discussion followed, including suggestions of moving the radar speed sign to Tech and collecting objective traffic data that could be used to justify installing speed humps. Council will include traffic concerns on the agenda for the July meeting to get additional public input. Mayor Mackin will contact the Crafton Police about speeding concerns, especially on Tech Road.

SOLICITOR'S REPORT

Solicitor Mandy Mulhane was present on behalf of Solicitor Emily Mueller. A discussion was held on using the Suburban Gazette or the Signal Item as the Borough newspaper of record. Solicitor Mulhane indicated that weekly publishing is a requirement, so neither qualifies.

ENGINEER'S REPORT

Sewer relocation design: President Falk and Mayor Mackin reviewed the NIRA project estimate and eliminated some items to lower the total estimated cost to \$104,000 from \$140,500. After discussion, Mr. Coppola made a motion that Council authorize borough engineer Clint Reilly to put together and advertise the bid package as modified, with the intent to award the project at the August meeting. Mr. Runyon seconded the motion, which passed unanimously.

MAYOR'S REPORT

Mayor Mackin gave the police report for May. There were seven alarms, one motorist assist, one hazardous road condition, one hit and run, one report of marijuana and vape pens purchased at the conservation park, two medical calls (one with transport), one suspicious person/circumstance, one smash and grab in the conservation park lot, one traffic citation, and one traffic/parking problem.

TREASURER'S REPORT

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

Disbursements: Ms. Falk presented the list of disbursements for June. She asked that council also approve a check in the amount of \$105 to Ketchum Manufacturing for the dog permit tags. A discussion followed. Mr. Runyon made a motion to approve the disbursements as presented, including the check to Ketchum. Ms. Catanzarite seconded the motion. It was unanimously approved.

Officials Bond/Employment Practices Liability renewal: Ms. Falk reported that the annual premium for the officials bond and employment practices liability policy for 2023-2024 is \$2,949, an increase of \$131 (approximately 4.6%). A discussion followed. Mr. Long made a motion that council renew the policy, which was seconded by Ms. Catanzarite and approved unanimously.

COMMITTEES

Human Resources:

Seasonal help: A discussion was held on hiring two seasonal employees: Ben Walsh (new, full time) and Ryan Jamison (returning, part-time). Mr. Long made a motion that Council approve the hiring, which was seconded by Mr. Coppola. The motion passed unanimously. A discussion was held on the hourly pay rate. Mr. Coppola made a motion that the seasonal rates be set at \$15.00/hour for full time and \$12.50/hour for part time. Ms. Catanzarite seconded the motion, which passed unanimously.

Employee manual update: Mr. Long reported that the committee is working on a draft which will be distributed to council prior to the July meeting.

Capital Improvement Projects:

President Falk reviewed the funds available for the various construction projects. He will request that The Design Alliance begin focusing on the Community Center mechanicals.

Electric project: No change in status. The panels are expected to arrive later this month.

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

OLD BUSINESS

Insurance claim for Hamilton Road Park: Ms. Falk reported that Ms. King's insurance policy (AAA) had a \$5,000 maximum for property damage. Estimates to fully repair the damage are approximately \$8,400. A discussion followed. Ms. Falk will contact HDH to pursue the full claim.

Lawn mower: Public works director Rob Murphy has requested authorization to purchase a self-propelled mower for the borough. Council authorized the purchase in an amount not to exceed \$1,000.

Conservation Park sign: Mr. Runyon presented an updated drawing of the proposed new sign for the park, which was approved by Council.

NEW BUSINESS

July meeting date: A discussion was held on attendance at the scheduled meeting on July 2. Due to lack of a quorum, Mr. Szmul made a motion that the meeting be rescheduled and advertised for Wednesday, July 5, 2023 at 7:00 PM. Mr. Long seconded the motion, which passed unanimously.

ADJOURNMENT

Mr. Runyon made a motion that the meeting be adjourned at 8:20 PM, which was seconded by Mr. Long. The motion carried.