

**THORNBURG BOROUGH COUNCIL
REGULAR MEETING
MINUTES OF NOVEMBER 6, 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 Lauren Catanzarite (2025), 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: Council President Sigo Falk (2025), Council member Mary Ditmore (2023)

Pledge of Allegiance was recited.

READING OF THE MINUTES

Mr. Runyon made a motion to dispense with reading the Minutes of October 2, 2023. Ms. Catanzarite seconded the motion, and it was unanimously approved.

Mr. Runyon made a motion to accept the Minutes of October 2, 2023 as presented. Ms. Catanzarite seconded the motion, and it was unanimously approved.

PUBLIC FORUM

None.

COMMUNITY CENTER WINDOWS PROJECT BID RESULTS

Vice President Coppola summarized the bid results. A discussion followed. Mr. Runyon made a motion that Council award the project for the base bid only to the low bidder TEDCO in the amount of \$253,275. The motion was seconded by Mr. Szmul and unanimously approved.

SOLICITOR'S REPORT

Solicitor Mandy Culhane reported on behalf of Emily Mueller.

Ms. Falk reported that Council had previously authorized payment to Holt Marketing for web hosting and domain registration. However, the invoice did not include these costs, so payment was not sent. Instead, the costs were charged to and paid by Mark Perrott on behalf of the Borough. A discussion followed. Mr. Runyon made a motion that Council redirect the funds to Mr. Perrott to reimburse him for the Borough expenses. Mr. Long seconded the motion, which passed unanimously.

A discussion was held on an opioid class action suit. Solicitor Culhane recommended that the Borough discuss the matter with the Crafton Police to see if they can use the funds as required by the settlement. No action is required at this time; the Borough will remain part of the class.

ENGINEER'S REPORT

Storm sewer project - Vice President Coppola reported that the storm sewer replacement work was approximately 95% complete. Mayor Mackin indicated that the concrete was poured as a solid slab with no expansion joints and would likely crack. He will discuss the matter with Engineer Clint Reilly. Council approved the partial pay application for Iron City Construction in the amount of \$61,825.06. The project is expected to come in under the original contract amount of \$103,000.

Sanitary sewer - Vice President Coppola reported that the 2023 budget included \$41K for consent order repairs, which was not spent as the borough is still waiting to hear the results of its application for the small water and sewer grant. Grant recipients are expected to be announced this month.

MAYOR'S REPORT

Mayor Mackin read the police report for October. There were three alarms (false), one fire call (brush fire on deck), one motor vehicle assist, one disturbance, one medical assist with transport, and one traffic complaint. Mayor Mackin will meet with the Crafton Police Chief to discuss the new alarm ordinance.

Resident Kelly Curran has requested use of the auditorium to hold a Christmas musical event again, for which an admission fee will be charged. A discussion followed. Council approved the request with a suggested donation of \$250 to the Borough.

PA American Water has caused damage to the Catanzarite property on Yale. Mayor Mackin will meet with them and the Catanzarites.

Mayor Mackin reported that he was contacted by Crafton Borough Council President John Oliverio to discuss renewal of the police contract. There is a one-year option with a 3% cost increase in the current contract. A discussion followed. Council will exercise the one year option for 2024 and begin renewal discussions to learn if a large cost increase is expected.

TREASURER'S REPORT

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

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

Draft 2024 budget – Ms. Falk presented Draft B of the 2024 budget. A discussion followed. Ms. Falk will update the draft budget with the suggested changes. The real estate tax millage for 2024 will remain at the 2023 rate of 6.6 mills. Ms. Catanzarite made a motion to authorize Ms. Falk to advertise the budget for adoption at the December 4, 2023 meeting. Mr. Szmul seconded the motion, which passed unanimously.

Authorization to advertise 2024 meeting schedule - Mr. Runyon made a motion that council authorize Ms. Falk to advertise the regular meeting schedule for 2024, which will be continue to be held on the first Monday of each month, except in situations of a federal holiday, when meetings will be held on the first Tuesday. Mr. Long seconded the motion, which was approved unanimously.

COMMITTEES

Construction Projects

Electric project: The project has been completed.

Storm sewer project: Reported above.

Window replacement: Bid award reported above.

Mechanicals: No update.

Hamilton Road Sidewalk: A kickoff meeting was held on October 30. PennDOT is currently updating the grant agreement.

Human Resources

Employee manual: Mr. Long distributed the current version of the document. A discussion followed. Mr. Runyon made a motion that Council adopt the employee manual as presented. The motion was seconded by Ms. Catanzarite and passed unanimously.

Traffic Calming

Ms. Falk provided Council with the list of authorized stop signs. A discussion was held on the speed radar sign, which needs a new battery. Mayor Mackin will see if Crafton will allow continued use of the sign.

OLD BUSINESS

COG membership: A discussion was held on COG membership. No action will be taken at this time.

Web site update: Ms. Falk reported that the new web site is live and encouraged Council members to review it. New features include a section for Borough news, public notices, and a calendar.

Code update: Ms. Falk reported that the code book has been updated and is available on the website. New pages will be distributed to those with hard copy binders.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Long made a motion that the meeting be adjourned at 8:00 PM, which was seconded by Mr. Runyon. The motion carried.