

Callery Borough Meeting Minutes
Regular Monthly Meeting

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December 2, 2024

Members Present: Don Adams (Meetings 2024-12) Linda Wearing (Meetings 2024-9)
Mike Brandl (Meetings 2024-12) Robert Dugan (Meetings 2024-12) John Reed
(Meetings 2024-11) Crystal Huffman (Meetings 2024-10) Mayor Al Wirtz (Meetings
2024-12) Rose Marie Wirtz (Meetings 2024-12)

Members Not Present: John Reed

Visitors: Mary McIntyre, Dan Barna (HRG), Chris Richardson (Hampton Associates,
Inc.), Jeff Lutz, Jr. and Jeff Lutz, Sr.

Meeting was called to order @ 7:00 P.M. by Rose Marie Wirtz.

Everyone in attendance recited the Pledge of Allegiance.

Rose reminded all present that the meeting is electronically recorded and advise if anyone
intends to tape the meeting we need to be advised.

Roll call was taken.

OPEN VISITOR COMMENTS: In regard to the Lutz Subdivision, Chris Richardson,
Senior Project Manager with Hampton Technical Associates, Inc., addressed the Council
Members relative to its response to the HRG report from Daniel J. Barna, Project
Manager, dated November 4, 2024 relative to the Lutz's Kline Avenue Development
Plan. Copies of its report were provided to the Council Members to review. Thomas
Smith, the Borough's Solicitor was also in attendance to review and discuss the responses
in the report.

With regard to the required Floodplain Permit to be issued by the Borough, Attorney
Smith advised that the Borough cannot issue a Floodplain Permit as the original
maps/plans reflect the property as being designated in a Floodplain. The applicant must
show the pond bottom on the property is at a higher elevation than the FEMA Floodplain

elevation within the Borough, which must be approved by FEMA before a Floodplain Permit can be issued by the Borough.

In addition, Attorney Smith objected to a proposed plan for any “residential structures” to be built on the subject property, which would not be allowed in accordance with the Borough’s building code and zoning ordinances related to any “residential” dwelling(s) being built on property zoned as commercial.

In summary, Attorney Smith, as Solicitor for the Borough stated that the issues needed to be addressed are the floodplain, zoning (residential dwelling(s) on a commercial property), and the stormwater management issue.

Previous month’s meeting minutes were reviewed and changes, if any, were noted. Robert Dugan made a motion to accept the meeting minutes as presented. Second Linda Wearing. A vote was taken and the motion passed unanimously.

ACCOUNTS PAYABLE

Robert Dugan made a motion to approve bills that were paid after the regular scheduled meeting and pay those coming due prior to the next regular scheduled meeting. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

ACCOUNTS RECEIVABLE

Previous months revenues were presented. Robert Dugan made a motion to accept the revenues as presented. Second: Linda Wearing. A vote was taken and the motion passed unanimously.

ACCOUNT BALANCES

Approval of all account balances. Robert Dugan made a motion to accept the account balances as presented. Second: Linda Wearing. A vote was taken and the motion passed unanimously.

Borough Foreman’s Report:

Al advised that the salt is ready for any snow accumulation.

Mike Brandl purchased a Hedge Trimmer for \$149.00, which included an additional battery and charger.

Robert Dugan made a motion to accept the Foreman’s Report as presented. Second: Crystal Huffman. A vote was taken and the motion was passed unanimously.

Zoning/Code Enforcement

Sandi Cox, Code Enforcement Officer advised that a new business will be occupying the building at 1354 Mars-Evans City Road, which will be a hair salon. The Building Inspector met the tenant and discussed a couple of things that needed to be done.

Sandi also reported that she spoke to the owner of the old Cookie Factory who is considering splitting a part of the building off to make it into a sports center facility. He will be talking to the building inspector and then if he decides to move forward he will contact Sandi.

Rose Marie Wirtz made a motion to accept the Zoning/Code Enforcement Officer's report. Second: Mike Brandl. A vote was taken and the motion passed unanimously.

Police Report

Matt Irwin reported that the Police vehicle was inspected and was passed.

Election Day patrols were completed without incident.

All state regulatory audits were completed for 2024.

Matt completed another application for a federal grant for body-worn cameras.

Rose Marie Wirtz made a motion to accept the Police Report as presented. Second: Mike Brandl. A vote was taken and the motion was passed unanimously.

EMC Report

Rose did not specifically have an EMC report for the meeting.

OLD BUSINESS:

Lutz Subdivision

Was covered under "Open Visitor Comments" above.

New Date for Monument Dedication

Crystal ordered the Memorial Plaque which the Borough should receive approximately December 9, 2024.

A date was discussed for the scheduling of the Memorial Dedication amongst Council Members. It was decided on May 18, 2025, at 1:00 P.M.

Seneca Valley School Project Proposal – "Welcome to SV Country" Sign (Update)

Rose reported that she still has not heard back from Mike Manipole (SV) regarding the requirements for the size of the sign to be displayed in the Borough, therefore, Rose stated that it will be carried forward under "Old Business" at the next meeting.

Loan Payoff – Complete

Rose advised that the loan payoff has been paid off in full.

Update on search for Third-Party Code Inspector

Rose contacted John Nath about working with the Borough again and he advised that he was not interested.

Rose contacted Connie from Mars Borough to see who they work with and she gave the name of CEA Code Enforcement Associates LLC, located at 1633 Route 51, Jefferson Hills, PA. She spoke to Craig McVicker who was very informative and helpful. He gave Rose some information about the company to review.

Rose passed out the information to the Council Members for their review and consideration.

Mike Brandl made a motion to appoint CEA Code Enforcement Associates, LLC as the Borough's "secondary" Third Party Code Inspector until January 6, 2025. Second: Crystal Huffman. A vote was taken and the motion was passed unanimously.

Andritz Update

Rose spoke to Jim Bush today and said that they did a very temporary procedure with gravel to try divert the problem temporarily. He stated that he knows that it is their problem and they will have to take care of it. He advised that he has someone in his shop that has large equipment that they may get the job done. If not, then he will contract out the job to get it done.

NEW BUSINESS

Adoption of the 2025 Budget

Rose advised that the Borough had no calls, complaints, etc. regarding the 2025 Budget.

Mike Brandl made a motion to adopt the General Fund and Liquid Fuel Fund 2025 Budget. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

Auditors, Hosack, Specht, Muetzel & Wood LLC

Rose asked for a motion to adopt a Resolution for re-appoint the Borough's Auditors, Hosack, Specht, Muetzel & Wood LLC. They will be doing a three-year contract with the Borough. The cost will be \$4,800.00 for 2025, \$4,900.00 for 2026 and \$5,000.00 for 2027.

Mike Brandl made a motion to adopt a Resolution to Hosack, Specht, Muetzel & Wood LLC as the Borough's Auditors. Second: Robert Dugan. A vote was taken and the motion was passed unanimously.

Resolution Fixing the Real Estate Tax Rate for 2025 Year

Rose asked for a motion for a Resolution fixing the real estate tax for the 2025 tax year, which has not changed.

Robert Dugan made a motion for a Resolution Fixing the Real Estate Tax Rate for the 2025 Fiscal Year. Second: Mike Brandl. A vote was taken and the motion was passed unanimously.

Resolution Establishing the Fee Schedule For Municipal Services, Applications, Inspections, Permits and Licenses

Rose asked for a motion for a Resolution for establishing the fee schedule for Municipal Services, Applications, Inspections, Permits and Licenses. Rose called attention to the increase in the zoning permit fee to \$50.00.

Robert Dugan made Motion to adopt a Resolution Establishing the Fee Schedule for Municipal Services, Applications, Inspections, Permits and Licenses, which includes the increase of the Zoning Permit Fee to \$50.00. Second: Rose Marie Wirtz. Aa vote was taken and the motion was passed unanimously.

Update on Mars-Evans City Road Culvert Project

Sandi Cox addressed Council concerning the proposed road construction work that will be worked on by the Commonwealth, which she just recently found out about when she was speaking to the new tenant who will be occupying the rental property at 1354 Mars-Evans City Road (corner of Kline and Mars-Evans City Road), next to Milano's Pizza. Evidently, the Borough was never informed of any proposed road construction in that area. Al Wirtz, after having reviewed the Commonwealth's construction maps, etc., he feels that they will just be putting in a temporary road between the buildings until they can make safer entrance/exit at the intersection of Kline Avenue and Mars-Evans City Road.

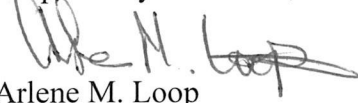
2025 Council Meeting Schedule

Rose asked for a motion to approve the 2025 Council Meeting Schedule.

Mike Brandl made a motion to accept the Meeting dates and Budget date for 2025. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

Rose Marie Wirtz made a motion to adjourn the meeting at 8:45 P.M. Second. Robert Dugan. A vote was taken and the motion was passed unanimously.

Respectfully submitted,


Arlene M. Loop
Secretary/Treasurer



(SEAL)