

Callery Borough Meeting Minutes
Regular Monthly Meeting

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February 5, 2024

Members Present: Don Adams (Meetings 2024-2) Lorre Adams (Meetings 2024-2) Mike Brandl (Meetings 2024-2) Robert Dugan (Meetings 2024-2) John Reed (Meetings 2024-2) Crystal Huffman (Meetings 2024-2) Mayor Al Wirtz (Meetings 2024-2) Rose Marie Wirtz (Meetings 2024-2)

Members Not Present: None

Visitors: Mary McIntyre

Meeting was called to order @ 7:10 PM 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: NONE

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: Rose Marie Wirtz. A vote was taken and the motion passed unanimously.

OPEN ISSUES:

ORGANIZATIONAL MINUTES

Previous Organizational Minutes were reviewed and changes, if any, were noted. Robert Dugan made a motion to accept the Organizational Minutes as presented. Second: Lorre Adams. 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: Lorre Adams. A vote was taken and the motion was passed unanimously.

ACCOUNTS RECEIVABLE

Previous months revenues were presented. Rose Marie Wirtz made a motion to accept the revenues as presented. Second: Robert Dugan. 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: John Reed. A vote was taken and the motion passed unanimously.

Borough Foreman's Report:

Al reported no new status.

Mike Brandl reported that the bed of the truck will need to be replaced this year. Rose stated that the Borough will need to get some estimates of cost to replace.

Robert Dugan made a motion to accept the Foreman's Report as presented. Second: Lorre Adams. A vote was taken and the motion was passed unanimously

Zoning/Code Enforcement

Rose reports that the Code Enforcement Officer is out of town and what needs to be discussed will be addressed in the Executive Session following the meeting.

Mike Brandl made a motion to accept the Zoning Officer's Report as presented. Second: Robert Dugan. A vote was taken and the motion was passed unanimously.

Police Report

Matt reported no new status to report.

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

Lorre had nothing new to report.

Mike Brandl made a motion to accept the EMC Report. Second: Robert Dugan. A vote was taken and the motion was passed unanimously.

OLD BUSINESS:

Veterans Memorial Update

Crystal Huffman reported that work should be pretty close to be completed by tomorrow with the exception of the planting of the flowers, etc.

Breakneck Street Culvert Bidding – Bidding Completed

Rose advised that bidding has been completed and she would like to hold off the balance of the report after New Business has been completed, which will include the status of the PennVest financing.

Adams Township – W/C Reimbursement received

Rose advised that the reimbursement was received from Adams Township.

Victoria Kennedy – Will Begin February 27th

Rose confirmed that Vicky Kennedy will begin cleaning the office on February 27th and will clean once a quarter.

NEW BUSINESS:

Breakneck – Cost of Debris Cage (on Culvert – 110 Breakneck Street)

Rose advised there was an issue last week down at the culvert at 110 Breakneck Street with flooding and debris. Al and Mike inspected the property where it had flooded again which caused debris blockage. Al and Mike could not clean it out themselves, therefore, they called State Pipe, who came out to assist in cleaning out the debris which they did satisfactorily. Mike Brandl and Al advised that it is a recurring problem that needed to be fixed as it is continually washing out around the pipes and running onto the road.

Rose advised there is something that can be done to prevent this problem from reoccurring. It is called a Vehicle Safety Grate (Debris Cage). The cost of the material would be approximately \$1,400, and to add installation the total cost would be \$9,750.00.

Rose would like to be able to use the Liquid Fuel funds and suggested that this should be tabled for now in light of the Breakneck Project.

PENN VEST – FINANCING DISCUSSION

Rose passed out an outline to Council Members of the different financial options available in addition to the summary sheet of the bids received on the Project.

Rose read to Council the letter she received from HRG on February 1, in which they recommended that the contract should be awarded to Northrock Construction, Inc. 1228 Route 322, Cranberry Township (Venango County), PA 16319, in the amount of \$69,650.00. HRG advised that their bid was a very good price and that they are a reputable company who does a lot of work for PennDot.

Rose advised that if the Borough moves forward with the PennVest loan, that the additional cost involved that would be charged by HRG to do the required engineering and accounting work would be in excess of \$40,000.00, which is needed for the approval of the loan, in addition to the initial cost of the Project of \$70,000, which the Borough would have to pay. Rose stated that she is not qualified to do either the required engineering and accounting work required for the approval of the loan.

Tom Smith reached out to Mark Gordon at the County and he and Kevin Gray, who is the County Road Engineer, came out to the Borough last week and they looked everything over relative to the Borough applying for a \$50,000 grant which does not have to be repaid. The funds come from the \$5.00 additional fee on the vehicle registrations. Rose has almost completed the work on the application which is required for the grant. The grant funds will not be given until after the project is completed.

Rose reviewed with the Council various ways to possibly fund the Project. One is to self-fund the Project by using the Borough's various accounts which is feasible to do financially. No funds will be taken from the General Account. If the County grant is received for the \$50,000, then the Borough's various accounts will be replenished.

In the event the County grant is not received, then the Borough can pursue borrowing the required funds through First Commonwealth Bank. If that is considered, Rose recommends to do a five (5) year payoff which is financially feasible for the Borough.

Rose asked for Council's thoughts, opinions and/or suggestions, and after an extensive discussion by the Council members, the following motions were made:

A Motion was made by Robert Dugan for adopting a Resolution for an authorization of the submittal of an application for grant funding if the amount of \$50,000 from the Butler County Use Fee Grant Program. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

A Motion was made by Robert Dugan that if the Borough does not receive the Butler County Grant that the Borough will proceed with securing funding for the Breakneck Street Culvert Project through First Commonwealth Bank. Second: John Reed. A vote was taken and the motion was passed unanimously.

A Motion was made by Robert Dugan to award the contract for the Breakneck Street Culvert Project to Northrock Construction, Inc., in the amount of \$69,650.00. Second: Lorre Adams. A vote was taken and the motion was passed unanimously.

Annual Maintenance Plan from Woodhyrst, Inc. – Generator

The Borough received from Woodhyrst, Inc. a yearly maintenance plan on generator for the Borough in the amount of \$325.00.

A Motion was made by Rose Marie Wirtz to renew the generator's annual service maintenance plan with Woodhyrst, Inc., in the amount of \$325.00. Second: Mike Brandl. A vote was taken and the motion was passed unanimously.

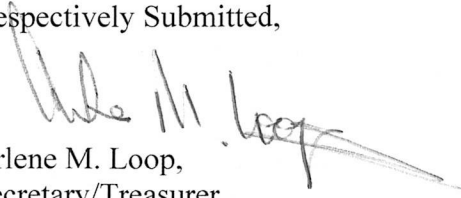
A motion was made by Robert Dugan to go into Executive Session at 8:00 P.M. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

A motion was made by Robert Dugan to come out of Executive Session at 8:30 P.M. Second: Rose Marie Wirtz. A vote was taken and the motion was passed unanimously.

With no further business to discuss:

Rose Marie Wirtz made a motion to adjourn the meeting at 8:30 P.M. EST. Second: Robert Dugan. A vote was taken and the motion was passed unanimously.

Respectively Submitted,


Arlene M. Loop,
Secretary/Treasurer

