



**Borough of Bellevue  
Pre-Council Minutes  
November 10, 2015  
7:00 p.m.  
Rosemary Heflin Council Chambers**

**I. Call to Order**

At 7:00 P.M., President Helbling called the meeting to order with the Pledge of Allegiance and a moment of silence.

**II. Roll Call**

Councilpersons Lenard, Helbling, Hefley, Scisciani, Menosky, Senvisky, Woshner, DAS Borczyk, Mayor Cusick, Solicitor Fraas (in place of Solicitor Racunas), Treasurer Sciosica and HRG Engineer Gilberti were present. Councilpersons Camello and Coder were absent.

**III. Public Contribution (5 minutes per person)**

ADP, LLC. demonstrated their Timekeeping Solutions system to Borough Council.

Deanna Soose, Owner, Good Lovin Cookie Shop, voiced community concerns about cleanliness of storefronts (specifically the area near CVS).

Ann Moss, Financial Clerk, addressed non-uniformed pension questions. She forwarded reports created by Univest (Bellevue Pension Provider) to address concerns about the health of the fund.

**IV. Review of Prior Meeting Minutes:** To be submitted,

**VI. Reports**

- a. **Mayor's Report** – written report submitted.
- b. **Treasurer's Report**

Treasurer Scioscia reported that receipts were \$ 400,000.00 ahead of last year at this time.

- c. **Tax Collector's Reports** – written report submitted.
- d. **Jordan Tax Service Collector's** – written report submitted.
- e. **Administration/DAS Report** – Written report submitted.
- f. **Engineer** - HRG Engineer Gilberti reviewed written report.
- g. **Library** – written report submitted.
- h. **Code Enforcement** - written report submitted

Councilperson Helbling and Code Enforcement Officer Delcroix discussed condition of and actions taken on 405-409 Lincoln Avenue.

## **VII. Committee Chair Reports**

### **a. Finance**

#### **i. BIU Rental Inspection Proposal – Rental Fee Recommendation**

Councilperson Lenard made a Motion to approve the raise of Rental Inspection Fees to \$ 40 for first inspection and \$ 40 for third inspection. Councilperson Woshner commented that it was difficult to get good landlords and we should be business friendly. She also suggested that inspections every 3 years should be changed to every 5 years. The Motion was seconded by Councilperson Menosky and carried via 6-1 roll call vote (Woshner-nay).

#### **ii. Auditor Selection/Recommendation.**

Councilperson Senvisky informed Council that the Finance Committee recommended Case Sabatini as the preferred firm to perform the 2015 Bellevue Borough Financial Audit. Councilperson Woshner asked why we would pay \$ 3,000 more. After discussion, it was decided to include the subject on the agenda of the November 24, 2015 Council Meeting.

#### **iii. Budget Schedule as advertised, beginning November 9, 2015.**

DAS Borczyk reviewed the requirements of the Home Rule Charter and discussed the schedule for 2016 Budget Workshops as advertised.

### **b. Parks and Recreation:**

#### **i. Parks Master Plan – Public Input Meeting scheduled.**

Councilperson Heffley informed Council that a parks survey was on Borough and Library websites and public input meetings were scheduled for November 13 and December 3, 2015.

#### **ii. Veteran's Day Ceremony – Joint Celebration - November 11, 2015 @ 1:15 p.m.**

Chief Sentner also announced that Assumption School would be holding a ceremony at 1 P.M. on the same day.

Councilperson Heffley made a motion to authorize the repair of the library porch by McFarland at a cost not to exceed \$1,800. (Budget item 04.409.373 Building Repairs). The Motion was seconded by Councilperson Woshner and carried via unanimous roll call vote.

### **c. DPW:**

#### **i. Streetscape Engineering RFP – recommendation.**

DPW Committee Members were given full bid packages of bidders and asked to review for discussion at the November Council Meeting.

#### **iii. Street Paving – 2016.**

Councilperson Woshner asked that the subject be placed on the agenda of the January DPW Committee Meeting so that we could get an early bid on the plan and take advantage of beneficial pricing.

**c. Public Safety**

**i. Appointment of Jeffrey Wissner as a Volunteer Deputy Emergency Management Coordinator.**

Mayor Cusick informed Council that the appointment of Jeff Wissner was made by him and that Jeff would begin coordinating efforts to improve readiness of Bellevue in case of disaster.

Councilperson Scisciani suggested that Chief Sentner look into the repair of the siren located on top of the Borough Building.

Councilperson Woshner asked Chief Sentner to check into the additional effort needed to have all NIMS Certifications up to date.

Councilperson Scisciani asked that the Speed Trailer be reconsidered and a drone be put into the 2016 Budget. It was requested to be included on the Public Safety Committee Meeting Agenda.

**X. Resolutions:**

Council asked that a formal adjustment to the Rental Fee increase, as passed, be put into resolution form by Solicitor Racunas.

**IX. Ordinances:**

**i. MOTION: I move to take from the table for third and final reading and adoption of Ordinance No. 15-08, amending Ordinance No. 12-21, the Pension Plan for the full-time non-uniformed employees of the Borough of Bellevue. (For action on November 24, 2015).**

Councilperson Woshner asked that the document be signed by an Actuary.

**X. Old Business:**

**i. Publication of Delinquent Real Estate Property Tax List**

DAS Borczyk informed Council that the letter production was in progress.

Councilperson Woshner asked about delinquent Garbage Fees. DAS Borczyk informed Council that Accounting Clerk Ann Moss had the recent list.

**XI. New Business**

**i. Note: Be advised that the ACT 205 Report (Pension) and Actuarial Valuation have been submitted to the Public Employee Retirement Commission.**

DAS Borczyk informed Council that the above item notification was required by law to be included in the minutes of the meeting.

Solicitor Racunas informed Council that he was looking into the legal aspects of sharing employee evaluations with Council without disciplinary issues being involved.

Mayor Cusick asked that the Parking Ordinance be corrected for meter enforcement on Saturdays.

Mayor Cusick asked that "Free Holiday Parking" be included on the Agenda of the November 24, 2015 Council Meeting.

**XII. MOTION: Motion to Approve Payment of the November bill list. (For action on November 24, 2015.)**

**XIII. Public Contribution (2 minutes per person)**

Connie Rankin, Arch Avenue, informed Council that DPW jackhammer work near her residence was an illegal curb cut on a paper street. DAS Borczyk informed Council that he would research the issue with DPW Supervisor Olczak.

**XIV. Executive Session**

**XV. Adjournment**

Councilperson Senvisky made a Motion to Adjourn the meeting at 8:35 P.M. The Motion was seconded by Councilperson Heffley and carried via unanimous voice vote. The meeting was adjourned.

Minutes approved by Bellevue Borough Council on 1/26/2016.