

Borough of Somerset Council Meeting

April 25th, 2022 - 5:00 p.m. *(In-Person Meeting)*

1. **Meeting Called to Order** – President Pro-Tem Miller.

2. **Pledge of Allegiance**

3. **Roll Call:**

Borough Council Members present: *Ruby Miller; Lee Hoffman; Sue Opp; Steve Shaulis; Jim Clark and Ian Mandichak.*

Borough Council Member absent: *Pam Ream.*

Also present: *Mayor Fred Rosemeyer.*

Also present were the following: *Borough Manager, Michele Enos; Director of Finance, Brett Peters; Chief of Police, Randy Cox; Administrative Assistant, Roger Bailey; Solicitor, James Cascio; Consulting Engineers, Tom Reilly and Jake Bolby.*

Public Attendance:

a) None

4. **Approval of Agenda:** *Consider approving the Agenda.*

Motion

Mrs. Opp moved, Mr. Hoffman seconded, to approve the April 25th, 2022, Agenda.

Motion Unanimously Carried

5. **Announcements**

a) Swearing in – Ian Mandichak to fill the unexpired term of Fredric Rosemeyer.

6. **Approval of Minutes of Previous Meeting(s)**

a) March 28th, 2022 – Borough Council Meeting Minutes.

Motion

Mr. Hoffman moved, Mrs. Opp seconded, to approve the March 28th, 2022 Borough Council Meeting Minutes.

Motion Unanimously Carried

7. Award of Bids:

a) None

8. General Public Comments:

a) None registered

9. Administrative Business:

a) Communications (None)

b) Payment of Bills – Month of April 2022.

Motion

Mrs. Opp moved, Mr. Hoffman seconded, to approve the payment of bills for April 2022 numbered 38121 – 38255, totaling \$465,799.65.

Motion Unanimously Carried

c) Department Reports – Consider approving the Departmental Reports for the month of March 2022.

Motion

Mr. Mandichak moved, Mr. Hoffman seconded, to approve the Departmental Reports for the month of March 2022.

Motion Unanimously Carried

10. Policy Agenda:

Old Business:

a) None

New Business:

a) Keystone Collections Group – Discussion concerning appointment of a tax collector to collect the Borough's Business Privilege Tax and Mercantile Tax.

Ms. Enos brought out that our current collector, Capital Tax Collections will no longer collect these taxes for the Borough, therefore a new collector must be appointed.

Motion

Mrs. Opp moved, seconded by Mr. Mandichak, to appoint Keystone Collections as tax collector to collect the Borough's Business Privilege Tax and Mercantile Tax.

Motion Unanimously Carried

- b) Chamber's Community Profile & Membership Directory – Discussion concerning the purchasing of an advertisement in their new Membership Directory Booklet.

Ms. Enos stated that she was approached by a company for advertising in the Chamber's new directory. They discussed the cost of a full page advertisement along with other options. It was discussed that the Borough would choose the one-half page ad at the cost of \$825.00.

Motion

Mr. Hoffman moved, Mrs. Opp seconded to authorize the purchase a ½ page advertisement in the Chamber's new Membership Directory Booklet.

Motion Unanimously Carried

- c) Brierwood Estates Sign – Discussion concerning a complaint received from a resident concerning sight distance.

Ms. Enos disclosed that some of the residents contacted the Borough and stated that the residents would gather up donations and make the necessary repairs. So no action was required by Borough Council.

- d) Edgewood Pump Station/Control Panel – Consider approving the purchase of a Primex Control Panel from DAS Group under the Co-Stars Cooperative Purchasing Program in the amount of \$27,500.00. This was budgeted for 2022.

Ms. Enos said that this item was part of the Capital Budget and came in lower than anticipated. This item was appropriated in the Wastewater Treatment Plant Budget for 2022.

Motion

Mr. Shaulis moved, Mrs. Opp seconded to approve the purchase of a Primex Control Panel from DAS Group under the Co-Stars Cooperative Purchasing Program in the amount of \$27,500.00.

Motion Unanimously Carried

- e) Public Works Equipment – Discussion concerning pricing changes and availability of the equipment budgeted for 2022.

Ms. Bailey brought out that the price of the vehicles has risen since the original quotes were received for budgeting purposes. After a detailed explanation of the price adjustments, Council agreed to make the purchase price “not to exceed” \$176,000.00.

Motion

Mr. Clark moved; Mrs. Opp seconded to authorize the purchase of the Public Works equipment budgeted for 2022, with a “not to exceed” price of \$176,000.00.

Motion Unanimously Carried

Motion

Mrs. Opp moved; Mr. Hoffman seconded for the Public Works equipment purchase not to exceed \$176,000.00.

Motion Unanimously Carried

f) Wastewater Treatment Equipment – Discussion concerning pricing changes and availability of the equipment budgeted for 2022.

Ms. Enos brought out that as with the current pricing of vehicles now, the truck that was budgeted for \$35,000.00 has now increased to \$48,947.00 from Tri-Star Motors in Somerset.

Motion

Mr. Clark moved, Mr. Shaulis seconded to authorize the purchase of the Wastewater Treatment equipment budgeted for 2022.

Motion Unanimously Carried

Committee Business/Reports:

g) Manager’s Report – Given by Michele Enos.

Ms. Enos mentioned that the Department Reports were provided for the month, and if anyone had any questions, she would be happy to address them.

h) Finance Report – Given by Brett Peters.

Mr. Peters provided Borough Council with the Year-to-Date Financial Report through the month of March 2022. He mentioned that we are 3/12ths of the way through the year, or 25.00%.

General Fund:

Revenues –13.25%
Expenses – 24.93%

Water Fund:

Revenues – 22.28%
Expenses – 24.07%

Sewer Fund:

Revenues – 24.10%
Expenses – 20.46%

i) President's Report – Given by Pam Ream.
Mrs. Ream was absent for this meeting.

j) Somerset Inc. Report – Given by Lee Hoffman.
Mr. Hoffman provided a report.

k) PSAB Report – Given by Fred Rosemeyer.
Mayor Rosemeyer stated that the PSAB Convention was taking place in May 2022.

l) Somerset Volunteer Fire Dept. Report – Given by Jim Clark.
Mr. Clark had read over the Department's monthly report and provided a copy to be filed with the Borough records.

m) Engineer's Report – Given by Jake Bolby.

Mr. Bolby gave the changes and updates to the Engineer's Report.

n) Mayor's Report – Given by Mayor Rosemeyer and submitted to the Borough.

10. Executive Session – None.

11. ADJOURNMENT

Motion

Mr. Hoffman moved to adjourn; motion seconded by Mr. Shaulis.

Motion Unanimously Carried
6:15 p.m.

Michele A. Enos, Borough Manager/ Secretary