

The Agenda Meeting of the City of Lower Burrell was held on Monday, November 7, 2022 at 7:00 PM. Roll call indicated the following present: Councilwoman Albanese, Councilwoman Grieff, Councilman Stoltz, Councilman Fabry, Controller Farina, Treasurer Eshbaugh, Interim Director Parks and Public Works, Michelle Hatbob, Solicitor Yakopec, Mayor Andrejcik, Chief of Police Marhefka, and City Manager Amy Rockwell.

NEW BUSINESS:

Councilman	C. Fabry
Controller	T. Farina
Treasurer	B. Eshbaugh
Interim Director Parks and Public Works	M. Hatbob
Solicitor	S. Yakopec
Mayor	J. Andrejcik
Chief of Police	J. Marhefka
City Manager	A. Rockwell

NOTE: Public Comment will be permitted on any Agenda item at this time. Please limit your comments or questions to a two (2) minute time limit.

NEW BUSINESS:

- 1) Announced an Executive Session held on November 7, 2022 from 6:30 to 7:05 PM to discuss a potential litigation session.
- 2) Engineering Report – Senate Engineering.
- 3) Discussed Ordinance #4- 2022 – Tax Levy Ordinance. Councilman Fabry announced that there will be no increase in property taxes for 2023. The 2022 budget was balanced, and he credited City Manager Amy Rockwell for a tremendous job. The ordinance will be advertised and the first and second readings will be at the Council meeting on November 14, 2022.
- 4) Discussed Ordinance #5-2022 – Appropriating Sums. The ordinance will be advertised and the first and second readings will be at the Council meeting on November 14, 2022.
- 5) Discussed 2023 Fee Schedule. The 2023 Fee Schedule will be discussed at the Agenda meeting on December 5, 2022. There will be an increase in the recycling fee from \$11 to \$16 per quarter. Sewer rates will be finalized by rate structure, meter size, and usage.
- 6) Discussed Conservation Partnership Agreement between the Westmoreland County Conservation District and the City of Lower Burrell. This replaces the agreement that has lapsed. There will be a motion to approve at the November 14, 2022 meeting.
- 7) Discussed 2023 City calendar. The fourth Monday of each month will reflect a Parks Meeting.
- 8) Discussed Resolution #12-2022 – Waiving Late Real Estate Penalties, interest, fees, and delinquent collection costs for taxpayers who have not received their real estate tax bill within the first twelve months of purchasing their property. Treasurer Eshbaugh explained that Governor Wolf recently signed this into law. This Resolution will be voted on at the November 14, 2022 meeting.
- 9) Discussed DCED Technical Assistance Study. Councilwoman Grieff explained that the City’s letter of intent has been received and processed. An independent auditor will evaluate the fire departments and EMS to see how we can improve.
- 10) Discussed Local Share Assessment Westmoreland County Transit 2022-2023. For the fifth year in a row, the City’s Local Share Assessment has not been increased. There will be a motion to execute on November 14, 2022.
- 11) Discussed the Adoption of Rabbits Foot Drive and Melina Drive. Mr. Matt Pitsch explained the requirements of the roads had been met. The original plan did not meet with Penn Dot’s Liquid Fuel criteria. The motion to advertise the ordinance will be at the November 14, 2022 meeting as well as the first and second readings. Solicitor Yakopec explained that a Deed of Dedication will have to be filed and forwarded to Penn Dot.

ACTION ITEM:

1. Motion by Councilman Stoltz, second by Councilwoman Albanese to approve and ratify the award for CDBG ADA Ramps to El Grande Industries in the amount of \$76,470.00. Roll call vote indicated: Councilman Stoltz: AYE; Councilwoman Albanese: AYE; Councilman Fabry: AYE; Councilwoman Grieff: AYE; Mayor Andrejcik: AYE. 5 “AYES.” All in favor.

PUBLIC COMMENT:

Cheryl Peck Yakopec, 241 Kentucky Drive gave a public service announcement of suspicious activity in Lower Burrell. She suggested calling the police if you see anything suspicious.

ADJOURNMENT:

With no further business coming before council, a motion was made to adjourn the meeting.

Amy S. Rockwell, City Manager

John Andrejcik, Mayor