

# ETNA BOROUGH COUNCIL MEETING

## MINUTES

TUESDAY, July 16<sup>th</sup>, 2024, at 7:30 P.M

The regular meeting of the Etna Borough Council was held on July 16<sup>th</sup>, 2024. Councilwoman Gabriel presided and called the meeting to order at 7:30 p.m. Roll was called, and members present were Mr. Burke, Mrs. McElhaney, Mr. Trader, Mrs. Gabriel, Mrs. Tuñón, Ms. Schaefer, Ms. Semler and Mr. Iannuzzi. Also present were Mayor Tuñón, Manager Ramage, Police Chief Rodman, Assistant Administrative Birks, Public Works Director Joe Balistrieri, Assistant Fire Chief Todd Lunn, Shaler Hampton EMS Executive Director Eric Schmidt, and Solicitor Rushford. Chairman Becki was out of town and not present this evening.

Mayor Tuñón led everyone in the Pledge of Allegiance.

Vice President Gabriel informed everyone that the Minutes, due to short staffing, are being caught up at this time for May and June. As previously mentioned, she added that Manager Ramage will be hiring someone on the office staff because as they are overburdened and these items need to be caught up on.

Vice President Gabriel asked for a motion to accept the Treasurer's report and a motion was made by Mr. Trader and second by Mr. Burke. The motion carried.

Fund 01 General Account	\$	1,073,275.43
Fund 05 Education Account	\$	807.65
Fund 03 Payroll Account	\$	2742.34
Fund 04 Police Fund	\$	12,795.31
Fund 21 Hockey	\$	1,468.21
Fund 30 Capital Improvement	\$	-----
Fund 33 Christmas	\$	6,631.13
Fund 34 Etna Senior Center Fund	\$	743.30
Fund 35 Liquid Fuels Account	\$	81,835.14
Fund 36 War Memorial Fund	\$	5,110.42
Fund 38 Sanitary Trunk Line Account	\$	161,711.18
Fund 39 Middle Street Escrow Account	\$	6,574.64
Fund 42 Capital Reserve	\$	332,322.92
Fund 44 Sewer Account	\$	87,171.80
Fund 45 Project Escrow Account	\$	<b>CLOSED</b>
Fund 46 Riverfront Park & Trail	\$	480.87
Fund 48 Etna Green Streetscape	\$	21.76
Fund 50 GI Account	\$	1,184.57
Fund 51 Fire Escrow Account	\$	28,287.62
Fund 52 Infrastructure Account	\$	96.81
Fund 53 Youth & Recreation Fund	\$	4,445.92
	\$	378,597.27

A check register by fund (bills already paid) as well as outstanding accounts payable (bills due) were given to each member of Council.

Total Owed	\$	185,186.66
Total Bills Paid	\$	66,774.30
Total Balance Due	\$	251,960.96

Motion to approve the unpaid bills was made by Mr. Trader and seconded by Mr. Burke. Motion carried.

Committee reports.

### **Police Chief's Report**

Police Chief Rodman provided a report regarding, Police Statistics: 2 Disorderly Conduct, 1 Arson, 2 Destructive/Damage/ Vandalism of Property, 3 Simple Assault, 9 Arrests; and that the next committee

was scheduled for 8/6/24 at 1900 at the Borough Office; hiring process was continuing, looking to re-advertise for position with wage modifications; police committee meeting was on 7/10/2024, discussed slight modifications to existing policies and added 1 new policy; pool incidents (not public), and that there were a couple of incidents at the pool.

### **Engineer's Report**

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Engineer's report included: Source Flow Reduction Consent Order Compliance updates; CDBG Year 49 Grant Applications; CDBG Year 50 Grant Applications; Dewey & Spring Street Sewer Separation Project; Streetscape Phase 5.1; Streetscape Phase 5.2; and Etna 2024 MS4 Program

### **Public Works Director Report**

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Public Works Director Joe Balistrieri submitted a report regarding: Pool (Replaced chlorine dispenser pump per request, repaired pool ropes, unclogged commode, cleaned debris after storm, replaced damaged step on pool later, repaired urinal leak, repaired pine street gate); Concession Stand (Replaced Receptacle and discovered dedicated lines for all the equipment will need to be added; replaced pizza maker; performed truck maintenance; filled potholes; flood gate dismantled and resealed; CSO Readings; cleaned catch basins; repaired Nature Trail; weed sprayed several streets and Ballfield batting cages; answered One-Calls inspected storm sewer tunnel under Ganster Street for possible repair due to complaint; replaced several faded and missing signs; performed regular maintenance on Borough Property, removed garbage and swept the Butler Street twice weekly.

### **Fire Department Report**

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Etna Volunteer Fire Department (EVFD) Todd provided an update as follows:

Assistant Chief Lunn stated that he had some technical difficulties this month and so no written report was submitted. He added that the Department attended several meetings after the Memorial Day parade to assist with planning for next year. John Mertens was attending those meetings on behalf of the Fire Department. He added that they had sent a rescue truck with to the Shaler North Hills Library Touch a Truck event. Also, for the month of June, there were a total of 38 calls; 13 would have been ones that came in as fires, 12 were rescue calls and vehicle accidents. The only other thing that he wanted to add is that last weekend's fire police training where they spent 16 hours in basic fire police training. He thanked the Borough and the Etna police department for their assistance with this. He continued that the fire department had been trying to get 2 of our newest members into the Allegheny County Fire Academy but if they don't have 15 people sign up for a class, they will not hold it. This happened twice, so the fire department got an instructor, Jerry De Gennaro to run the class. The fire department paid for 2 guys to attend, the Borough paid for the trainer and so 2 new people got certified and 4 other fire police came in spent the weekend as a refresher. He explained that is very difficult to even get refresher course. Shaler sent one person, Hampton sent one, 3 came from reserve. He added that all the departments were grateful as all these places need these people.

### **Shaler Hampton EMS Report**

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Director Eric Schmidt was not present at this evening's meeting as he is on vacation.

## **Agenda**

### **1. Right To know Policy**

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Vice President Gabriel stated that due to the volume of Right To know Requests, Council asked the solicitor to draw up an official policy for borough which included the specific form to use and a statement that anonymous requests will not be fulfilled, and a statement on the fee structure. She asked if anyone had anything to add and no one responded in the affirmative.

Vice President Gabriel asked for a motion to approve the Right To Know Policy. The motion was made by Councilwomen Tuñón and second by Councilwoman Rothmeyer-McElhaney, and the motion Carried.

Manager Ramage thanked everybody because the borough was being inundated with these requests, many of which are legitimate, but many are from "anonymous" requesters.

### **2. Etna Neighborhood Association Letter, Community Day**

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A letter was received from the Etna Neighborhood Association, for a request to use the Borough Pool and playground on Saturday, August 3<sup>rd</sup>, 2024, for their annual Community Day.

A motion to approve the pool and playground use for the association was made by Councilman Burke and seconded by Councilwoman Tuñón. The motion carried.



### **3. Porky's 9/28/24 Bridge Street Closing Request**

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Council Vice President asked the owners of Porky's who attended the meeting, if they had anything they wished to add to the written request submitted to Council. Chad Jockel said he just wanted to come down and explain what Porky's was doing and stated that Porky's had done a handful of different charity events throughout the years, usually 6 to 8 or more are done in-house to raise monies, for different benefits. In this instance they were approached the other day to do is a little bike run. The Run would have 150 people give or take and he added to safely park all the motorcycles they would need to close down the street. They then decided to take the opportunity to make to have a DJ, invite some breweries and games for free for the kid's d. If the borough would allow the closing of the road, they would be able to safely park that many motorcycles comfortably, and then create an atmosphere where we could have some people from town come down, hang out with us also, and invite all the other businesses, if they want to set up like a little booth and hand out some food, etc. He added they just wanted the opportunity to be there for everyone. In the past, when this was discussed with them, it was mentioned about police costs for traffic control, etc. He added that they were fine with either fine with splitting the cost with the borough, or taking the cost on ourselves. This event, he added was a fund raiser for a customer who was diagnosed with lung cancer.

Manager Ramage asked how the gentlemen's fiancé was doing and was glad to hear that she was coming along. She explained that for private events, an insurance rider is required that names the Borough as an additional insured, and that off duty police or security is required at a private event like this. She added that other road closings that have traditionally been held were for non-profit organizations. She added that they would need detour signs and flagger for this private event.

Vice President Gabriel asked Chief Rodman if the borough could fulfill those conditions as then Council could vote on it. Chief Rodman replied that he would be able to get that information on costs for those services but that he did not have it at the time.

Councilman Gabriel stated that the understanding was that Porky's would fulfill those obligations, then council could vote to approve closing Bridge Street for that day and those time frames. Mr. Jockel said he would like approval now as they have a lot of planning to do , especially considering the additional items they need to cover and they would be grateful for doing this in advance as it would make it easier.

A motion was made by Councilwoman Semler and second by Councilwoman Tuñón in favor of the road closing pending submittal of all the requirements including insurance rider for the borough, property detour signage and off duty police or other agency for flaggers for traffic control. The motion carried.

### **4. New Resolution (Council Resolution Policy)**

Vice President Gabriel stated that council had discussed the need for a policy for handling requests for actions that may extend beyond our prevue, allowing Council to focus on the immediate day-to-day running of the borough. She added that Council had in front of them a draft for review. She asked if there were any questions or comments from Council at this time and stated that this would not be voted on this evening, but Council would have a month to review and provide comments on when it comes up for adoption at next month's regular Council meeting (August) meeting.

### **5. Police / Etna Memorandum of Agreement**

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Vice President Gabriel said the Memorandum of Agreement between Etna Borough and Etna Borough police was what had been agreed upon between both the Council and the Police to assist in hiring new officers. This addresses a specific part of the police contract, and the police committee reviewed and recommended, and is revised to an order to address hiring police officers. She asked the Chief and Solicitor Rushford if they wished to add anything which they did not.

Vice President Gabriel asked for a motion to adopt the Memorandum of Agreement and Councilman Burke made the motion which was seconded Councilwomen Tuñón. The motion carried with Councilman Iannuzzi opposing.

### **6. Resolution - DCNR**

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Vice President Gabriel stated the next Agenda item was a Resolution for a DCNR Grant that Manager Ramage had completed for funding the renovation and equipment upgrades for our playground. This is a document required for the application.

Manager Ramage stated that the application had been submitted on time, but that the Resolution needed adopted and submitted. The grant amount requested was \$109,021.00 and the Borough's match of 15% would be roughly \$19,000.00. This is the same grant previously applied for but under a different program funding stream from the Dept. of Conservation and Natural Resources.

Mr. Burke made a motion, seconded by Mr. Trader that the following Resolution be adopted:

"Be it Resolved that the Borough of Etna, Allegheny County, hereby request an Greenways Trails and Recreation Program grant of 109,021 from the Commonwealth Financing Authority to be used for the renovation and equipment upgrades at the Etna playground.

Be it FURTHER RESOLVED that the applicant does hereby designate Mary Ellen Ramage, manager, and Dave Becki, President, as the official(s) to execute all documents and agreements between the Borough of Etna and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Mary Ellen Ramage, duly qualified Secretary of Council of the Borough of Etna, Allegheny County, do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted by the majority vote of the Etna Borough Council at a meeting held July 16, 2024 and said Resolution has been recorded in the Minutes of the Borough of Etna and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Etna, this 16<sup>th</sup> day of July, 2024.

Borough of Etna, Allegheny County, //Mary Ellen Ramage, Secretary. Motion carried unanimously.

#### **7. Get Solar Program, CONNECT**

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Vice President Gabriel stated that representatives from the Get Solar program through CONNECT were present to discuss the draft Power Purchase Agreement for solarizing the Municipal Building, the Public Works Garage and Fugh Hall.

John Bunyan introduced himself and explained that he was with the Pennsylvania Solar Center. He added that the item being discussed this evening dealt with the selection of the subcontractors for the Get Solar Connect project which is a cohort of municipalities within CONNECT wishing to install solar at various municipal locations within their communities. He added that there were two contractors who submitted costs for the various applications which had been provided to everyone here this evening. He also added that there would be at least two developers who are interested in entering into the PPA's with the various municipalities. EIS Systems out of Pittsburgh and Electric Medic out of Cambria Valley, Pennsylvania, which has a slightly higher cost per kilowatt than EIS. He also stated that EIS was proposing a larger system, 7720- kilowatt-hours as opposed to 52,612 kilowatt-hours. He stated in their experience with EIS across the region the work has been wonderful and it is cheaper and a larger system. Manager Ramage stated that EIS was the installer for the solar carport at the Garden of Etna and that they have had no issues with the system. Mr. Bunyan stated that EIS has been around for about 15 years and Electric Medic has been around for about 5 years.

Vice President Gabriel asked for a motion to EIS as our solar installer /contractor for Etna Borough which was made by Councilwoman Tuñón and seconded by Councilman Trader. Motion carried.

Vice President Gabriel stated that the Draft Power Purchase Agreement has already been sent over to our solicitor for review and a meeting for all the solicitors was coming up and our solicitor would be attending. The PPA may come up before council next month or later this year. She added that council has the draft, and if they saw anything that they were concerned about please share that information before next month.

#### **8. 2021 Real Estate Liens**

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Vice President Gabriel stated that the 2021 delinquent Real Estate taxes were ready for liening by our delinquent Tax Collector, Keystone Collections. The list had been provided to the Manager and all Council. Manager Ramage removed the properties that were listed that were no longer viable for delinquent status as they were either acquired through the Land Bank for the Vacant Property Recovery Program and those should have been previously removed as part of those processes.



A motion was made by Mr. Trader and seconded by Councilman Burke, to have the list of properties lienied by our Collector. Motion carried.

### **9. City of Bridges Land Trust**

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Vice President Gabriel asked the Manager to provide an update on the Locust Street property development by the City of Bridges Land Trust. Manager Ramage stated that the project has hit a pretty substantial glitch. And added that last month the Land Trust went before the Zoning Hearing Board to ask for a variance from the side setbacks for the parking pads for the width requirement; unfortunately, some of the information on the application did not match the actual drawings provided but the variance was granted for the side setbacks for the parking lots. They were granted basically as at least on one side, the garage built next door, which was grandfathered per zoning, was built up the property line, which is not allowed by current day zoning laws. She added that consequently, the Zoning Hearing Board felt that was a reasonable request but also found that the lot sizes which were listed on the drawing but not in the Zoning Variance request application did not meet the minimum lot size for the Borough of Etna's Zoning ordinance. They were informed at the meeting and told that because this was not listed on the Variance Application they would either have to provide a second request for a Variance but that with the Borough's ordinance requiring a 25' minimum lot, these for lots listed at 19', would be a substantial request. They were provided all alternatives, including requesting a variance, joining all the lots into one lot, with individual owners similar to how a Condominium may operate and they were going to go back to the drawing board and review the various options. Allegheny County Planning has been updated on all this information as this is a Land Development project, they also have to approve the project. They stated that they must have 4 individual lots. She added that all of this was now in a holding pattern right until the most viable option is found.

### **10. Tom Rengers Day**

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Vice President Gabriel said that Mayor Tuñón and Mary Ellen have been working hard on the event to honor our former Mayor, Tom Rengers and asked for an update from the Mayor.

Mayor Tuñón, stated that he would like to thank the manager for her partnership on this upcoming event to celebrate the life of our former Mayor Tom. He added that we've been working with the Rengers family to develop this day and make sure that it honors Tom's legacy here in the borough. Everyone is invited especially to this proclamation at 8:15 a.m. We'll be doing it right here at the borough parking lot as long as the weather is well. Grateful to all who helped organize the business meetup. There'll be a business meetup at Cop out Pierogis, which is something that Tom, used to organize his efforts around including the Bread of Life who will be hosting a visit in his honor as well. St. Matthew's parish is hosting a mass from 11 a.m. There will be a commemoration luncheon at the Etna Senior Center, another favorite of Tom's. Mayor Tuñón stated that Tom volunteered a lot of time with Meals on Wheels over the years at First Congregational Church and Sandy Rengers was pleased to hear they would be a part of the daylong event. Tom will also be recognized at the Pop-up library later that day. He added that Councilwoman Rothmeyer-McElhaney had put a ton of effort into organizing a deck hockey game, which Tom was instrumental in the formation of and in running for many, many years. Everyone knows that Tom and Sandy worked very hard to keep, build up, and establish that Deck Hockey Association. He thanked Daniele, and said the Memorial Game will be that same day from 6:30 to 8:30 p.m. The entire day will be a celebration of his life, for the very special man that Tom was to this community and to all of us. And finally, everybody knew that Tom loved to dance, so the day will end with a Dance Part at Fugh Hall and he reminded everyone that due to hall capacity limits, if you have not signed up for this event, please do so soon. Currently registration was at 105 people and the cutoff was 125. He said this was truly a celebration of a life well lived and would be joyous event, just as Tom was in his work for the community. Manager Ramage said are the rumors true and all of Tom's favorite songs, including Mustang Sally will be on the playlist. She added that every one of these places he spent time, and volunteered in some capacity at every single one of them. She stated that each of the organizations were so proud and honored to be part of the day, as Tom meant so much to all of them. He worked hard for each and every one of those organizations.

### **11. Etna Deck Hockey**

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Councilwoman Rothmeyer-McElhaney informed everyone that they were setting up another season of Etna Deck Hockey. She had submitted their request to use the deck, playground and concession stand for he upcoming season, which will begin on September 9 and run for ten weeks. She added that they will get the insurance renewed and submit the copy and rider to the Borough for this use.

A motion was made by Mr. Trader and seconded by Ms. Schaefer. The motion carried to allow use of the Deck Hockey Rink, Concession Stand and Playground during that ten week period.

### **12. Police Policy Updates**

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Vice President Gabriel stated the Police Chief Rodman is working to make sure the borough's police policies are up to date, and has provided the police committee with the needed updates. The Committee went over each one of these updates at a meeting with our solicitor. These policy updates were provided to all Council. She added there were quite a few and that they will be brought up to All Council for a vote in the next month or so, and that everyone should review them. A Memo from the solicitor regarding them will be provided to all Council as well, prior to that vote.

### **13. ETNA Volunteer Fireman's Relief Audit**

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Vice President Gabriel then stated that the Etna Volunteer Fireman's Relief Association Audit had been provided by the Commonwealth of Pa., Department for the period from January 1, 2021 through December 31, 2023. The report included one finding, which was "failure to maintain a Pa. Sales Tax Exemption Number. Todd Lunn, Assistant Chief stated that the Relief Association was working on updating that now and had mistakenly thought that it had been taken care of in the last audit. A motion to receive and file this Audit was made by Councilwoman Rothmeyer-McElhaney and seconded by Councilwoman Schaefer. The motion carried.

### **14. E.E.D.C.**

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The Economic Development Corporation had submitted the annual lease Agreement for use of the Municipal Building for meetings, etc. A motion to accept and sign the lease was made by Ms. Schaefer and seconded by Councilwoman Rothmeyer-McElhaney. Motion carried.

### **15. Etna Commons**

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Vice President Gabriel stated that the Agreement in Lieu of Taxes with the Etna Commons Senior High Rise was presented to council in their packet. This Agreement expires in 2024. The Commons is seeking another 7-year lease agreement and presently pay \$12,000.00 (through this year when the Agreement expires. They were proposing an annual one time increase of \$500.00 (or \$12,500.00 annually). The Council directed the Solicitor and the Manager to negotiate a Draft Agreement to present to Council for adoption later this year.

## **COUNCIL COMMITTEE REPORTS**

Mr. Burke passed.

Councilwoman Rothmeyer-McElhaney thanked the public works for everything up at the pool and playground that they were taking care of and added that peak season definitely keeps them busy. She added that it looked great.

Councilwomen Tuñón wanted to mention that the business district is holding a sidewalk sale, this coming Saturday from 1 a.m. 5 p.m. She added that the Heart and Soul Project is also going to be there with our postcards on the sidewalk for a little bit. She encouraged everyone if they lost their postcard or wanted to fill one out please consider stopping and filling one out at the event.

Councilwoman Schaefer passed.

Councilwoman Semler mentioned that tomorrow night the Human Relations Commission would be hosting their monthly Queer game night here in the Borough Building from 7 to 9 p.m. They will be serving pizza from Rising Crust and all are welcome to attend. She said the evenings were a lot of fun. She also thanked the administrative staff who all have been doing so much with very little resources, and she hoped that help came soon. She said that does not go unnoticed, and they are grateful for all of the work that is being done.

Councilmen Iannuzzi passed.

Manager Ramage just wanted to add a couple of notes we had from some of the EBAC ball teams who had achieved some success recently. She added that they would be including articles in the upcoming newsletter regarding these wins which included the 18 (year olds) new fast pitch who won the

Championship in the City of Pittsburgh tournament which was played at PNC Park. She added that the 18 slow pitch team won the championship for the Greater Pittsburgh girl softball tournament, and they won their championship in the age group 14 to 18 as well. She congratulated all the players and coaches.

Councilwomen Gabriel reported that there were events coming up at the Garden of Etna including Welcome Wednesdays from 6:30 to 8 p.m. and Yoga will continue at the Riverfront Park from 6:30 to 7:30 p.m. into mid-September which included a free kid's class.

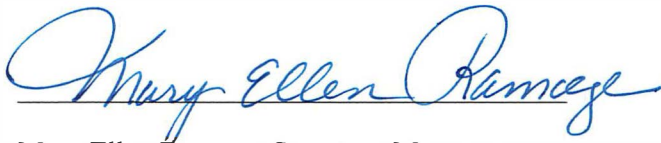
Manager Ramage mentioned that the Borough could use a little more support for the Free Concerts at the Riverfront Park as attendance was sparse. She added that there are two more concerts, one second Saturday in August, and then the second Saturday in September. She also added that the Fugh Foundation checks had been received. She said that the Garden of Etna's check had not arrived yet. The check had been sent but still had not been received. She was working with the Bank and the Foundation to issue another check. Manager Ramage said all the envelopes were addressed to the borough at this address and are made out to the Organization in care of the Borough. Manager Ramage also reported and reminded everyone that there would be a meeting with Allegheny County Economic Development and the Developers of the old Union Hotel regarding the LERTA on August 7th at the County or virtual, you'll have either option to attend. She added that the School District will also be invited and in attendance. She added that she planned to go in person.

**Audience Comments:**

Resident Bryan Putze stated that he was happy that the demolition of the abandoned home next to his starts this coming Monday. He added that the contractor was providing information to the surrounding homes regarding their start date and times of operation. Manager Ramage said that the contractor had been very responsive in submitting the proper paperwork and notices.

A motion was made by Councilwoman Tuñón and second by, Councilwomen Schaefer to adjourn the meeting. Motion carried.

Time: 8:23 p.m.



Mary Ellen Ramage, Secretary-Manager

Oct. 16, 2024

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