

The Re-organization Meeting of Charlevoix Borough Council was held on January 6, 2020 at 6:00 p.m. in the Council Chamber

The swearing in, by District Magistrate Eric Porter, of the newly elected Council members Mark Alterici, Nancy Ellis, Jerry Jericho and Frank Pattera

The meeting was then called to order by Mayor Edward Bryner. Roll Call showed the following members of council present; Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Frank Pattera. Jeannine Motycki was absent.

Mayor Bryner then asked for nominations for Council President. Jerry Jericho nominated Mark Alterici. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote by Name was Unanimous.

Nomination carried for Mark Alterici

Mark Alterici then asked for nominations for Vice President. Jody Cheplic nominated Jerry Jericho. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote by Name was unanimous for Jerry Jericho as Vice President.

Jerry Jericho nominated cfsbank as the Primary Depositor for Charlevoix Borough for 2020. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous. cfsbank will be primary depositor.

Jerry Jericho nominated Steve Toprani to be the Solicitor. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous. Nomination Carried

Jody Cheplic nominated Jerry Jericho as the Regional Police Board Representative. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous for Jerry Jericho. Nomination Carried

Nancy Ellis nominated Jody Cheplic as the Regional Police Board Representative. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous for Jody Cheplic. Nomination Carried

Jody Cheplic nominated Nancy Ellis as the Alternate Regional Police Board Representative. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous for Nancy Ellis. Nomination Carried

Jerry Jericho nominated Edward Bryner to the MMVTA Board. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous for Edward Bryner. Nomination Carried

Jerry Jericho nominated Patrick Garman to the Water Authority Board with the seat to expire 12/31/2024. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous. Nomination Carried

Jerry Jericho made a motion to table the nomination and election of the Borough Engineer and Heidi Cramer seconded. All in Favor Motion Carried

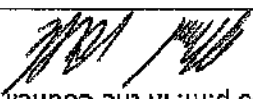
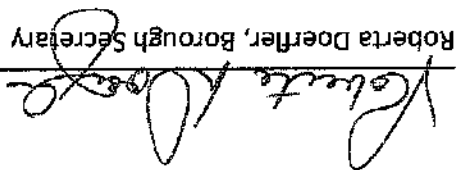
Jody Cheplic nominated Glenn Shipley as the Emergency Management Director. After asking three times if there were any other nominations, nominations were closed. Roll Call Vote Was Unanimous. Nomination Carried

Jerry Jericho made a motion to have Roberta Doerfler as the Open Records Officer. Nancy Ellis seconded the motion. Roll Call Vote Was Unanimous Motion Carried

Jerry Jericho motioned and seconded by Nancy Ellis to adjourn the meeting. All in favor, motion carried. The next regular meeting of Council will be January 8, 2018 at 6:00 p.m. in the Council Chamber

Mark Alterici, President of Council

Roberta Doerfler, Borough Secretary



The **Regular Meeting** of Charlevoix Borough Council was held on January 8, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho, and Frank Paterra

Jeannine Motycki and Heidi Cramer were absent

Also, present were: Mayor Edward Bryner, Solicitor Steve Toprani, Mike Polinski and Borough Secretary Roberta Doerfler.

Motion by Nancy Ellis and seconded by Jody Cheplic to approve the Minutes of the Regular & Recessed Meetings of December 11th & 23rd, 2019. Roll Call vote was unanimous

Motion Carried

MAYOR'S REPORT: No Report

At this point Council had the Agenda meeting which was missed because of it falling on New Years' Day and the Reorganization meeting which fell on the 6th.

Items of Discussion:

- Offer on vacant property located at 205 Lincoln Avenue
- Third set of invoices to send into EIP
- Select Engineer for the Borough
- 526 Fallowfield Avenue
- RTK issue of advertising for the Water Authority Board
- Little Great Race to be held Sept. 12, 2020

Also, during discussions, Frank Paterra wanted to make note that he would like to change his vote on the Water Authority Board selection and the Mid Mon Valley Transit Authority Board to "no". Frank was under the assumption that the Council had done advertising and interviews for these positions.

FINANCE: Jeannine Motycki – Heidi Cramer

Mark Alterici reported bills paid of \$257,909.35 and bills to be paid of \$82,043.36, with the total of all bills being \$339,952.71.

Motion by Jody Cheplic and seconded by Jerry Jericho to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

Check signing will change, The signers on all accounts will be President, Mark Alterici, Vice-President, Jerry Jericho and Secretary, Roberta Doerfler

PERSONNEL: Jeannine Motycki – Nancy Ellis

Nancy reported that the part-time seasonal street department worker is now working and he is doing well.

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

CODE: Jody Cheplic – Frank Paterra

Jody reported that the Jamaican relaxation center has a new sign in their window of a menu. They are not inspected for a restaurant. BIU was contacted and they will be looking into this matter. Frank Paterra will be working with Bobby to come up with a better solution to the rental lists.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Mark Alterici reported that Community Day will be held in August and he has already been working on the plans. The Farmers Market will still be held on Saturdays this year. We have another Farmer that is interested in joining.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mike Polinski gave the December report and he also gave the Year End report for the Regional Police.

FIRE & EMS: Frank Paterra – Jerry Jericho

Bob Whiten gave the fire department report for December and for the Year End. He then spoke of how well the fire and police have been working together. Mark Alterici echoed the same, that he would like all of Council to work well with each other. "We all live here."

PUBLIC DISCUSSION ON AGENDA ITEMS: None

AGENDA:

1. Motion by Jerry Jericho and seconded by Jody Cheplic to accept the offer of \$500 for the vacant property located at 205 Lincoln Avenue

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jerry Jericho and seconded by Jody Cheplic to approve the third set of invoices to be turned into the EIP for payment in the amount of \$8,665.01

Roll Call Vote Was Unanimous

Motion Carried

3. Nomination by Jody Cheplic and seconded by Jerry Jericho to hire Mackin Engineering as the Borough Engineer.

Roll Call Vote Was Unanimous

Motion Carried

4. Motion by Jody Cheplic and seconded by Jerry Jericho to approve that 526 Fallowfield Avenue can continue to finish as residential use.

Roll Call Vote Was Unanimous

Motion Carried

5. Motion by Jody Cheplic and seconded by Jerry Jericho to approve the Little Great Race to be held on September 12, 2020

Roll Call Vote Was Unanimous

Motion Carried

REPRESS OF GRIEVANCES:

Motion by Jerry Jericho and seconded by Jody Cheplic to adjourn the meeting.

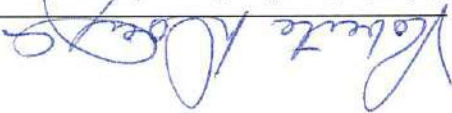
All in Favor

Motion Carried



Mark Alterici, President of Council

Roberta Doerfler, Borough Secretary



The Regular Meeting of Charleroi Borough Council was held on February 12, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Mark Yates and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the Minutes of the Regular Meeting of January 8, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner stated that he spoke with the owner of Prima Diva concerning a sink hole by the bus stop near her business. She also stated that she has water in her basement. Mark directed Nancy to have the street department check into this matter.

At this time Commissioner Larry Maggi presented Mr. Robert Whiten Sr. with a recognition certificate for 58 years of service with the Charleroi Fire Department. We are all very grateful.

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki stated that we will not be bringing the collection of sanitation in-house at this time.

Heidi Cramer reported bills paid of \$50,137.96 and bills to be paid of \$59,352.15, with the total of all bills being \$109,490.11

Motion by Jeannine Motycki and seconded by Jody Cheplic to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that Dan Stone did very well with the first snowfall. Nancy also applauded the fire and police departments for their work on the accident of a car through a garage. Jerry Jericho also noted that now that we have had our first snowfall, we need to order more salt.

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of January. He also mentioned that people need to keep mattresses and couches off the sidewalk. Frank Paterra then spoke up that landlords need to fill out their occupancy reports to let us know who is living in our town. Frank stated that there could be terrorists living amongst us.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Heidi Cramer stated that there are grants available for parks. She stated that she and Frank should work together to file for a grant that is due by the end of May

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mark Yates gave the report for the month of January. Jerry Jericho read the Animal Control report and also mentioned that the police meeting is next week on February 19th at 6:00 p.m.

FIRE & EMS: Frank Paterra – Jerry Jericho

Frank Paterra thanked Mr. Whiten for all of his years of service. We are proud of our Fire Department. Bobby Whiten read the fire report for the month of January. He also mentioned various fundraisers that they are holding.

PUBLIC DISCUSSION ON AGENDA ITEMS: Nancy Ellis mentioned that council members were invited to the open house at the Washington County Humane Society on February 29th from 12 – 3 to see their new building

AGENDA:

1. Motion by Jody Cheplic and seconded by Heidi Cramer to table the bids on the Ford F-250

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Nancy Ellis and seconded by Jody Cheplic to approve the non-paid accessible parking application for 608 Meadow Avenue

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Jerry Jericho and seconded by Jody Cheplic to authorize to close the Borough Office on Election Day April 28th, 2020

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Frank Patera voting "yes" and Jeannine Motycki voting "yes, but she feels the employees should not be paid"

Motion Carried

4. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the request to film the outside of the municipal building by Alex Case, Assistant Location Manager of Fidelis Productions, LLC for a movie.

Roll Call Vote Was Unanimous

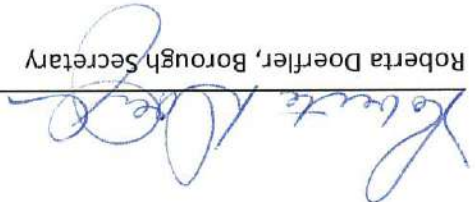
Motion Carried


REDRESS OF GRIEVANCES:

Motion by Jerry Jericho and seconded by Jody Cheplic to adjourn the meeting.

All in Favor

Motion Carried


Roberta Doerfler, Borough Secretary


Mark Alterici, President of Council

The **Agenda Meeting** of Charleroi Borough Council was held on March 4, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jeannine Motycki and Frank Paterra

Jerry Jericho was absent

Also, present were: Solicitor Steve Toprani, Mayor Edward Bryner and Borough Secretary Roberta Doerfler.

The agenda meeting was called to order. Dennis Martinak of D. Martinak Consulting was here to give an update on the Strategic Management Planning Program. The Borough is not distressed. The final report will not be given until the DCED gives their approval.

Mark Alterici then asked council to vote on the highest bid of \$250.00 by Joe Smith for the 1996 Ford F-250. This item was tabled at the last meeting. So, Jody Cheplic made the motion to accept the highest bid on the Ford F-250 and Heidi Cramer seconded. Roll Call Vote Was Unanimous Motion Carried.

The meeting continued with the discussion items.

Meeting was then adjourned

The **Regular Meeting** of Charleroi Borough Council was held on March 11, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Chief Chad Zelinsky, Solicitor Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Jody Cheplic to approve the Minutes of the Regular Meeting of February 12, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner let everyone in attendance know of a few fundraisers that the fire department has been working on.

FINANCE: Jeannine Motycki – Heidi Cramer

Heidi Cramer reported bills paid of \$512.14 and bills to be paid of \$96,346.95, with the total of all bills being \$96,859.09

Motion by Jody Cheplic and seconded by Jeannine Motycki to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho No Report

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of February. Jody Cheplic reported that the house on 1136 Lincoln is ready to come down

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

The Easter Egg Hunt is scheduled for April 11th, 2020 at 11:00 a.m. Letters went out requesting donations for community days and fireworks. We are also working on having a Gala on September 27th, 2020

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Chad Zelinsky gave the report for the month of February. Jerry Jericho read the Animal Control report and also mentioned that the police meeting is next week on March 18th at 6:00 p.m. Nancy Ellis is working on a guest bartender fundraiser for the police on September 17th, 2020 at the Riverhouse

FIRE & EMS: Frank Paterra – Jerry Jericho

Bobby Whiten read the fire department report for the month of February. He also mentioned that the fire dept. is temporarily out of smoke detectors. Frank Paterra stated that the firemen were doing a great job.

PUBLIC DISCUSSION ON AGENDA ITEMS: None

AGENDA:

- 1. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve Resolution #1 of 2020 – MMVTA local funds \$6,935.00

Roll Call Vote Was Unanimous
Motion Carried

- 2. Motion by Jeannine Motycki and seconded by Jerry Jericho to authorize to send in the fourth round of invoices to the STMP Program

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Frank Paterra voting "no"
Motion Carried

- 3. Motion by Nancy Ellis and seconded by Jerry Jericho to approve the accessible parking application for 214 Crest Avenue

Roll Call Vote Was Unanimous
Motion Carried

- 4. Motion by Jerry Jericho and seconded by Jody Cheplic to authorize the street department to install purchased stop sign in alley behind 819 Fallowfield Avenue

Roll Call Vote Was Unanimous
Motion Carried

- 5. Motion Jeannine Motycki and seconded by Jody Cheplic to increase Thomas Urda's rate an additional \$1.00 per hour as crew-leader rate

Roll Call Vote Was Unanimous
Motion Carried

- 6. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve Resolution #2 of 2020 – to enter into an intergovernmental co-operative agreement with ABC for line maintenance purposes

Roll Call Vote Was Unanimous
Motion Carried

REDRESS OF GRIEVANCES:

Gina Moriarty from Census 2020 came to let people be aware that Washington County is looking for census workers. They will be paid \$22.00/hour. Information is on their website www.2020census.gov/jobs

Lynzie Fereza of 1029 Oakland Ave., came in with questions about building a garage in what is listed as a paper alley. Steve Toprani was going to look into this for information for her.

Dolores Coppi came in concerning 514 Washington Avenue. She states that a tree is uprooting her sidewalk and insists that the home owner needs to bring the tree down. The home owner has been sited, but there is a legal process we have to go through.

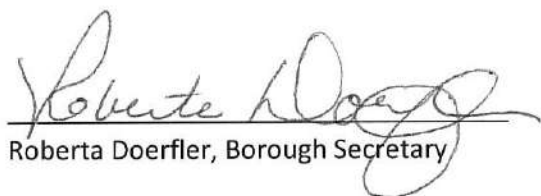
Motion by Jeannine Motycki and seconded by Heidi Cramer to adjourn the meeting.

All in Favor

Motion Carried



Mark Alterici, President of Council



Roberta Doerfler, Borough Secretary

The Regular Meeting of Charleoi Borough Council was held on April 8, 2020 at 6:00 p.m. in the Community Room of the Borough because of the current COVID-19 pandemic. A limit of 10 people were allowed to be present.

Roll Call showed the following Members of Council present: Mark Alterici, Nancy Ellis, Jerry Jericho, and Frank Paterra

Jody Cheplic, Heidi Cramer and Jeannine Motycki were present by phone.

Also, present were: Mayor Edward Bryner, Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jerry Jericho and seconded by Nancy Ellis to approve the Minutes of the Regular Meeting of March 11, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner mentioned that the fire department has sent out their letters of donation. Mark Alterici also mentioned that he would like to see the borough remembering to social distance and be safe. He also stated that "if you see something, say something" Call the Borough Office.

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$50,025.04 and bills to be paid of \$102,651.98, with the total of all bills being \$152,677.02

Motion by Jody Cheplic and seconded by Heidi Cramer to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street department has been working on filling potholes in the business district and up on the hill. They have also started cutting grass in the parks. Mark Alterici wanted to let everyone know that patching the potholes will be done on a limited basis, because of the patching plant being closed during this Covid-19 pandemic.

CODE: Jody Cheplic – Frank Paterra

Jody Cheplic reported that Bobby Whitten is back to work and will be working on grass cutting notices. We need to keep ahead of the season. Frank Paterra wanted to know if "terrorists could be living in Charleoi" We need to know who is living in Charleoi. Mark Alterici reminded Frank that he gave him the green light to work with code enforcement to come up with a plan.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Roberta Doerfler reminded everyone that the Easter Egg Hunt scheduled for April 11th has been canceled due to the Covid-19 pandemic.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Jerry Jericho informed everyone that there is an officer that is under investigation and that he could not further elaborate. Frank Paterra stated that the drug epidemic is not under control. Mark stated that we have not given up.

FIRE & EMS: Frank Paterra – Jerry Jericho

No Report

PUBLIC DISCUSSION ON AGENDA ITEMS: No public discussion

AGENDA:

1. Motion by Jerry Jericho and seconded by Nancy Ellis to approve Resolution #3 of 2020 to continue emergency declaration until president/governor lift theirs

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jerry Jericho and seconded by Jody Cheplic to approve the paid accessible parking application for 218 Meadow Avenue

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Jerry Jericho and seconded by Heidi Cramer to approve the non-paid accessible parking application for 210 Washington Ave

Roll Call Vote Was Unanimous

Motion Carried

4. Motion by Heidi Cramer and seconded by Jody Cheplic to authorize to advertise for part-time summer workers for the street department at a rate of \$10.00/hr.

Roll Call Vote Was Unanimous

Motion Carried

5. Motion by Nancy Ellis and seconded by Frank Patera to authorize to advertise for vacant positions on Planning Commission, Zoning Board and Vacancy Board.

Roll Call Vote Was Unanimous

Motion Carried

REDRESS OF GRIEVANCES:

Nancy Ellis thanked the Borough Workers, fire and police departments and Roberta Doerfler for all their work during this pandemic.

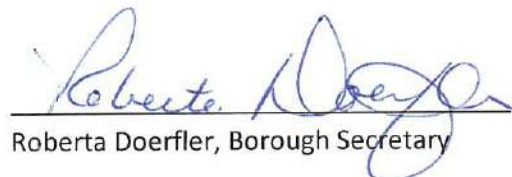
Motion by Jerry Jericho and seconded by Nancy Ellis to adjourn the meeting.

All in Favor

Motion Carried



 Mark Alterici, President of Council



 Roberta Doerfler, Borough Secretary

The Agenda Meeting of Charter of Borough Council was held on May 6, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho, and Frank Pattera

Heidi Cramer and Jeannine Motycki participated by phone

Also, present were: Mayor Edward Bryner, Solicitor Steve Toprani and Borough Secretary Roberta Doerfler.

Michelle Lee came to notify council that she along with Fourth Street BBQ will be having a food drive on May 15, 2020 at the Mon Valley Vo-Tech from 2 p.m. – 6 p.m.

Motion by Jody Cheplic and seconded by Nancy Ellis to get the elevator repaired and to send in the report to our insurance company for reimbursement of covered charges after deductible is met

Roll Call Vote Was Unanimous
Motion Carried

Nancy Ellis informed council and public that vote by mail ballots are due by May 26, 2020

Motion by Jeannine Motycki and seconded by Heidi Cramer to adjourn the meeting

All in Favor
Motion Carried

The Regular Meeting of Charter of Borough Council was held on May 13, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Pattera

Heidi Cramer participated by phone

Also, present were: Mayor Edward Bryner, Solicitor Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Nancy Ellis to approve the Minutes of the Regular Meeting of April 8, 2020.
Roll Call vote was unanimous
Motion Carried

MAYOR'S REPORT: Edward Bryner stated that the county will move to yellow on May 15, 2020. At this time you will be allowed to have 25 people congregate

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$20,806.34 and bills to be paid of \$62,518.68, with the total of all bills being \$83,325.02

Motion by Heidi Cramer and seconded by Jerry Jericho to pay bills.

Roll Call Vote Was Unanimous
Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis
No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street crew have been cutting grass, patching roadways and framing the tax collector's office.

CODE: Jody Cheplic – Frank Pattera

Jody Cheplic gave Bob Whiten more addresses to check on. Bobby's duties are a little more relaxed now that we are in yellow. Rental Ordinance letters are being typed and almost ready to send out.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Frank Paterra stated that he believes that Charleroi should have community days and fireworks this year, even though other communities are canceling theirs. Mark Alterici agrees, but states that we should hold off making any decisions until the June meeting. Jeannine Motycki stated that she received a question from a citizen asking if we could forego fireworks and give a donation towards the truck to trunk food drive. Mark stated that although that is a nice idea, we will not be doing that.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Jerry Jericho reported that the police meeting will be next week in the council chamber. Jerry then read the police report for the borough. Frank Paterra asked if there was a drug policy for the police? Jerry Jericho stated that "yes there is one in their contract"

FIRE & EMS: Frank Paterra – Jerry Jericho

Frank Paterra read the fire department report and the EMS reports. Mark Alterici put out a PSA for people to check on others who may be suffering from depression from being home all this time without any interaction with others.

PUBLIC DISCUSSION ON AGENDA ITEMS: Steve took this time to give an update on the EIP through the DCED. The 170 page report is near completion, hopefully we will receive the report by June so that Council may approve and start filing for grants in July.

AGENDA:

1. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the selection of the Kubota tractor from the bids obtained at a price of \$14,553.40

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize to place the old tractor out for bid in an advertisement in the newspaper

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Jerry Jericho and seconded by Nancy Ellis to authorize to have the borough street truck repaired at Debevec's Automotive at a cost of \$1,100.00

Roll Call Vote Was Unanimous

Motion Carried

4. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve the hiring of part-time summer workers at \$10/hr. with a start date of May 18th, 2020 for Ethan Lamanna and Kristopher Wergin

Roll Call Vote Was Unanimous

Motion Carried

5. Motion by Nancy Ellis and seconded by Heidi Cramer to approve the hiring of part-time summer workers at \$10/hr. with a start date of May 26th, 2020 for Malik Nails and Joseph Ramsey

Roll Call Vote Was Unanimous

Motion Carried

6. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize the repairs to Schindler Elevator

Roll Call Vote Was Unanimous

Motion Carried

7. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve Resolution #4 and Authorization for Rail Road Warning Device Upgrades

Roll Call Vote Was Unanimous

Motion Carried

8. Motion by Jody Cheplic and seconded by Nancy Ellis to authorize to open a savings account named "Street & Sewer Fund" for monies received from agreement with the Authority of the Borough of Charleoi

Roll Call Vote Was Unanimous

Motion Carried

9. Motion by Nancy Ellis and seconded by Jerry Jericho to authorize the sale of property to the highest bidder on parcel number 160-028-00-01-0034-00 211 1/2 Luella Avenue at a price of \$75.00 (previously advertised)

Roll Call Vote Was Unanimous

Motion Carried

10. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize the use of the Community Room for Mion Valley Academy for the Arts for rehearsals as long as they adhere to the social distancing required by the CDC and Governor

Roll Call Vote Was Unanimous

Motion Carried

11. Motion by Jeannine Motycki and seconded by Nancy Ellis to authorize to advertise list of recommended roads that need fixed or paved for sealed bids due by noon on June 9th

Roll Call Vote Was Unanimous

Motion Carried

REDRESS OF GRIEVANCES:

Nancy Ellis updated everyone on the voting precincts in Charleoi

- 2nd precinct will be at St. Andrews
- 3rd precinct will be in the social hall of the fire department
- 4th precinct will be at City Reach Church on 10th Street
- 6th precinct will also be at St. Andrews

Motion by Jeannine Motycki and seconded by Jerry Jericho to adjourn the meeting.

All in Favor

Motion Carried

Mark Alterici, President of Council

Roberta Doerfler, Borough Secretary

The **Agenda Meeting** of Charleroi Borough Council was held on June 3, 2020 at 6:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Steve Toprani, Solicitor and Borough Secretary Roberta Doerfler.

Council began the meeting by opening the sealed bids for the sale of the Kubota Tractor. We received 5 bids with the highest bid to be selected.

- Thomas Urda \$1,200.00
- Gary Zippay \$1,554.00
- Bruce Bujanowski \$2,111.11
- Charlie Sphar \$2,650.00
- Derek Difonso \$2,800.00

Motion by Jeannine Motycki and seconded by Jody Cheplic to accept the highest bid of \$2,800 for the Kubota Tractor

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jeannine Motycki and Frank Paterra voting "Yes" and Jerry Jericho voting "no" Motion Carried

Council continued the meeting discussing items to be put on next weeks agenda. Before the meeting was adjourned, Steve Toprani requested an executive session on Personnel issues

The **Regular Meeting** of Charleroi Borough Council was held on June 10, 2020 at 6:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer (by phone), Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Mike Polinski and Borough Secretary Roberta Doerfler.

At this time Mark Alterici informed everyone that council would be going into executive session to discuss a personnel matter. Council came back from executive session at 6:32 p.m.

Motion by Jerry Jericho and seconded by Jeannine Motycki to approve the Minutes of the Regular Meeting of May 13, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner had no report at this time. Mark Alterici stated that the Governor's orders are still in place and that we need to follow these plans until the orders are lifted.

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$15,579.40 and bills to be paid of \$98,307.32, with the total of all bills being \$113,886.72

Motion by Jeannine Motycki and seconded by Nancy Ellis to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the summer workers are in place and they are cutting grass and painting yellow lines.

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of January. He also mentioned that people need to keep mattresses and couches off the sidewalk. Frank Paterra then spoke up that landlords need to fill out their occupancy reports to let us know who is living in our town. He also wanted to know if the letters had been sent out yet to the landlords? Frank stated that there could be terrorists living amongst us. Jody Cheplic informed everyone that she and Bobby both took a webinar on code enforcement and learned a lot from the class.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Heidi Cramer questioned if we were having fireworks for the Fourth of July? This item is on the agenda for a vote. Frank Paterra questioned if the Borough could have a swimming pool, dog park and what can the third floor of our building be used for? Mark Alterici answered that having a swimming pool is a great liability and that the dog park is actually in the works, but was stalled because of the Covid-19 pandemic. Mark also told Frank to come up with ideas for the third floor.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mike Polinski gave the report for the Borough for the month of May, 2020. Jerry Jericho mentioned that the police board meeting is next week on Wednesday at 6:00 p.m. They are hoping to address the Detective position and K-9 Officer position. Jerry Jericho also noted that the Civil Service testing has been completed.

FIRE & EMS: Frank Paterra – Jerry Jericho

Bobby Whiten read the fire report for the month of May. He also mentioned several fundraisers the firemen are having. They will have a virtual Cash Bash on July 26th.

PUBLIC DISCUSSION ON AGENDA ITEMS: Mark wanted to mention that we received correspondence

concerning the woodland avenue park. They wished to thank the street department for all the work that they did cutting and trimming in the park. They did a very nice job. Mark also received a thank you for the shopping program during the worst of the covid-19 pandemic. People were very appreciative.

AGENDA:

1. Motion by Jerry Jericho and seconded by Nancy Ellis to authorize the advertisement of accepting sealed bids for a one year with a two-year option Sanitation Contract which is due by 3:00 p.m. July 7th, 2020 with acceptance of bids with final approval by the Solicitor at July 8th, 2020 meeting

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve a town wide flea market on the second Saturday of July, August and September from 7:00 a.m. to 4:00 p.m.

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize Bobby Whiten, Code Enforcement to write tickets for yellow line and fire hydrant violations

Roll Call Vote Was Unanimous

Motion Carried

4. Motion by Jeannine Motycki and seconded by Jody Cheplic to approve Resolution #5 of 2020 for disposition of records from 2012

Roll Call Vote Was Unanimous

Motion Carried

5. Motion by Jody Cheplic and seconded by Heidi Cramer to approve non-paid accessible application for 1208 Meadow Avenue

Roll Call Vote Was Unanimous

Motion Carried

6. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve non-paid accessible application for 124 B Prospect Avenue

Roll Call Vote Was Unanimous

Motion Carried

7. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve sending Martinak Planning & Consulting invoice to DCED for payment through STMP Program

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Frank Paterra voting "no"

Motion Carried

8. Motion by Jerry Jericho and seconded by Nancy Ellis to authorize the purchase of Bomag single drum, walk behind roller at a cost of \$7,000

Roll Call Vote Was Unanimous

Motion Carried

9. Motion by Jody Cheplic and seconded by Heidi Cramer to approve having fireworks on the Fourth of July

Roll Call Vote showed Mark Alterici, Jody Cheplic and Heidi Cramer voting "yes" and Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra voting "no"

Motion Denied

10. Motion by Jeannine Motycki and seconded by Jody Cheplic to approve having Community Days on August 15th & 16th, 2020

Roll Call Vote Was Unanimous

Motion Carried

11. Motion by Jody Cheplic and seconded by Nancy Ellis to authorize the Borough to apply for the Blight Remediation grant

Roll Call Vote Was Unanimous

Motion Carried

12. Motion by Jeannine Motycki and seconded by Jody Cheplic to approve the emergency demolition of 725 Washington Avenue

Roll Call Vote Was Unanimous

Motion Carried

13. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve Resolution #6 of 2020 establishing certain procedures, rules and penalties for the conduct of Executive Sessions

Roll Call Vote Was Unanimous

Motion Carried

14. Motion by Jeannine Motycki and seconded by Nancy Ellis to censure Councilwoman Jody Cheplic for improper actions against another council member. After much discussion and clarification on the motion...

Roll Call Vote showed Mark Alterici, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Jody Cheplic and Frank Paterra voting "no" Motion Carried

15. Motion by Jerry Jericho and seconded by Jody Cheplic to authorize the Solicitor to look into the procedure to downsize the number of Council Members from 7 to 5 due to declining population

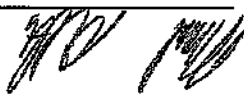
Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Frank Paterra voting "no" Motion Carried

REDRESS OF GRIEVANCES: Mr. Yohe feels that Jody Cheplic is a good person and that he hopes that now Council can work together, start over and work it out.

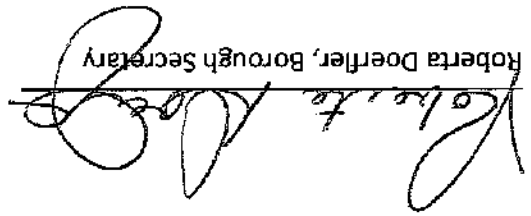
Motion by Nancy Ellis and seconded by Jerry Jericho to adjourn the meeting.

All in Favor Motion Carried

Mark Alterici, President of Council



Roberta Doerfler, Borough Secretary



The **Special Meeting** of Charleroi Borough Council was held on June 23, 2020 at 5:30p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

The purpose of this meeting was to reconsider having fireworks on the Fourth of July.

Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the fireworks for Saturday the Fourth of July at a cost of \$5,000

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Frank Paterra voting "no" Motion Carried

Motion by Jeannine Motycki and seconded by Heidi Cramer to adjourn the meeting

All In Favor Motion Carried

The **Regular Meeting** of Charleroi Borough Council was held on July 8, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Solicitor Steve Toprani, Mayor Edward Bryner, Officer Mike Polinski and Borough Secretary Roberta Doerfler.

Motion by Heidi Cramer and seconded by Jody Cheplic to approve the Minutes of the Regular Meeting of June 10, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner reported that the Charleroi Fire Department will be having their Pizza Night on July 10, 2020

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$6,433.20 and bills to be paid of \$149,281.02, with the total of all bills being \$155,714.22

Motion by Heidi Cramer and seconded by Nancy Ellis to pay bills.

Roll Call Vote Was Unanimous Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street department has been putting up additional flags for the Fourth of July. They have been patching and paving the roads and cutting grass throughout the borough. Jerry Jericho brought up the fact that the businesses need to weed in front of their stores. We will send an email blast from the Chamber requesting that the businesses start weeding.

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of June. He also mentioned that most of the letters have been sent to the landlords for registration. Frank Paterra is very pleased that these letters have been sent out.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Heidi Cramer stated that the fireworks were nice and that she had received compliments about them. She thanked the fire department for their help with traffic. People were being socially distant. Heidi also thanked the residents.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mike Polinski gave the report for the month of June, 2020. Jerry reported that the next police board meeting is on July 15, 2020 at 6:00 p.m. He also mentioned that the K-9 is very happy with his new partner Officer Goodwin.

FIRE & EMS: Frank Patera – Jerry Jericho

Bob Whiten gave the fire report for the month of June, 2020. He also reminded everyone of their pizza night on July 10, 2020

PUBLIC DISCUSSION ON AGENDA ITEMS: None

EXECUTIVE SESSION: Personnel

AGENDA:

1. Motion by Nancy Ellis and seconded by Jeannine Motycki to accept the MOA with Redevelopment Authority of the County of Washington – PA State Historic Preservation Officer
Roll Call Vote Was Unanimous
Motion Carried

2. Motion by Jeannine Motycki and seconded by Nancy Ellis to grant the request for use of 7th Street Parking Lot for the Child Evangelism Outreach
Roll Call Vote Was Unanimous
Motion Carried

3. Motion by Frank Patera and seconded by Jerry Jericho to table the purchase of a PA System for the Council Chamber
All In Favor
Motion Carried

4. Motion by Jody Cheplic and seconded by Jeannine Motycki to authorize the petition for emergency demolition order on 725 Washington Avenue
Roll Call Vote Was Unanimous
Motion Carried

5. Motion by Heidi Cramer and seconded by Jeannine Motycki to approve a non-paid accessible application for 225 Washington Avenue
Roll Call Vote Was Unanimous
Motion Carried

6. Motion by Jeannine Motycki and seconded by Heidi Cramer to postpone Community Days to October
Roll Call Vote Was Unanimous
Motion Carried

At this time the sanitation bids were opened. We received two bids.

- 1) Big's Sanitation bid was \$147 for year 20-21 \$147 for year 21-22 and \$147 for year 22-23
- 2) Westmoreland Sanitation Landfill, LLC bid was \$132.60 for year 20-21 \$132.60 for year 21-22 and \$132.60 for year 22-23

7. Motion by Jeannine Motycki and seconded by Heidi Cramer to accept the lowest responsible bid pending the solicitor's review

Roll Call Vote showed Mark Alterici, Jody Cheplic, Heidi Cramer, Jerry Jericho and Jeannine Motycki voting for "Westmoreland" and Nancy Ellis and Frank Paterra voting for "Big's"
Motion awarded to Westmoreland Sanitation

8. Motion by Heidi Cramer and seconded by Nancy Ellis to censure and fine \$255 Councilwoman Cheplic for disclosing executive session material

Roll Call Vote showed Mark Alterici, Heidi Cramer, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting "yes" and Jody Cheplic and Frank Paterra voting "no" Motion Carried

At this time Mark Alterici announced that we will recess this meeting to July 15, 2020 at 4:00 p.m. so that the council can meet with Dennis Martinak and Michael Foreman about the STMP Program. All In Favor

The **Recessed Meeting** of Charleroi Borough Council was held on July 15, 2020 at 4:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Heidi Cramer was absent

Dennis Martinak gave his presentation of the Strategic Management Planning Program, both in person and via Zoom. In attendance were Dennis Martinak, Jamie Protin and via Zoom were Rebecca Bradley, Harry Fruecht and Johnna Pro of the DCED. Copy of the report is available.

9. Motion by Jody Cheplic and seconded by Jeannine Motycki to approve the non-paid accessible application for 418 Shady Ave.

Roll Call Vote Was Unanimous

Motion Carried

10. Motion by Nancy Ellis and seconded by Jeannine Motycki to table the selection of sanitation contract until Steve Toprani has more time to look into the bids.

Roll Call Vote showed Mark Alterici, Jody Cheplic and Nancy Ellis voting "yes" and Jerry Jericho and Jeannine Motycki voting "no" Motion Carried

11. Motion by Jeannine Motycki and seconded by Jerry Jericho to accept the proposal from Mackin Engineering for the 2020 Paving Project at a cost of \$8,570.00 with the optional construction inspection services at a cost of \$2,600.

Roll Call Vote Was Unanimous
Motion Carried

12. Motion by Jeannine Motycki and seconded by Nancy Ellis to hire Kevin McClelland as part-time summer worker at a rate of \$10.00/hr. with a start date of July 20, 2020

Roll Call Vote Was Unanimous
Motion Carried

The meeting was again recessed to the call of the chair.

The Recessed Meeting of Charlevoix Borough Council was held on July 27, 2020 at 5:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Patera

Note for this meeting were taken by Steve Toprani

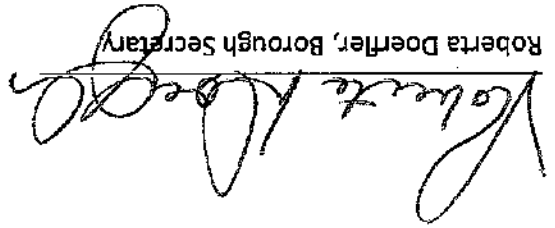
13. Motion by Frank Patera and seconded by Nancy Ellis to select Big's Sanitation as the sanitation collector. Motion by Jerry Jericho to select Westmoreland as the sanitation collector. There was no seconded to this motion. Roll Call Vote by Name showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jeannine Motycki, and Frank Patera voting for Big's and Jerry Jericho and Mark Alterici voting for Westmoreland. Contract awarded to Big's Sanitation.

14. Motion by Jeannine Motycki and seconded by Heidi Cramer to set the new rate for sanitation collection at \$165.00 Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jeannine Motycki, Frank Patera and Mark Alterici voting "yes" and Jerry Jericho voting "no"

15. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize the Solicitor to negotiate an easement with ABC for purposes of a storm water/water conveyance at Maple Creek project Roll Call Vote Was Unanimous Motion Carried

ADDRESS OF GRIEVANCES:

Motion by Jerry Jericho and seconded by Jody Cheplic to adjourn the meeting.
All in Favor
Motion Carried


Roberta Doerfler, Borough Secretary


Mark Alterici, President of Council

The **Agenda Meeting** of Charleroi Borough Council was held on August 5, 2020 at 6:00 p.m. in the Community Room

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Solicitor Steve Toprani and Borough Secretary Roberta Doerfler

Mark started the meeting with an application for the use of the Market House at the end of the month, by The Dance Loft for a dance recital. He asked that council consider voting on this item tonight so that they could plan for their recital. Motion made by Heidi Cramer to approve the application and seconded by Jerry Jericho. Roll Call Vote Was Unanimous Motion Carried

The meeting then went on to put items on the agenda for the Regular Meeting

The **Regular Meeting** of Charleroi Borough Council was held on August 12, 2020 at 6:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Mark Yates Solicitor Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the Minutes of the Regular Meeting of July 8, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner wanted to make sure that the Ordinance for street openings stated that when someone digs that they have to return the ground to it's pre-digging state. Steve Toprani checked online in the General Code to make sure. It is stated, § 300-16 **Restoration of streets after excavation.** Any person who shall open or excavate any improved street in the Borough shall thoroughly and completely refill the opening or excavation, puddling and ramming or tamping so as to prevent any settling thereafter, and shall restore the surface to the same condition as it was before the opening or excavation, using the same type of material as that removed, and such restoration shall be in accordance with the specifications of the Department of Highways of the Commonwealth of Pennsylvania, which are hereby adopted as specifications of the Borough for restoration of surfaces of streets in the Borough; as restored, the surface shall conform to the proper grade and be of the same surface covering as the part of the thoroughfare immediately adjoining the opening. If within two years after the restoration of the surface as herein provided, defects shall appear therein resulting from defective backfilling by the applicant, the applicant shall reimburse the Borough for the cost of all necessary repairs to the permanent paving.

FINANCE: Jeannine Motycki – Heidi Cramer

Heidi Cramer reported bills paid of \$17,116.60 and bills to be paid of \$78,331.97, with the total of all bills being \$95,448.57

Motion by Heidi Cramer and seconded by Jeannine Motycki to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

Jeannine reported that she is looking into a program to collect sanitation in house. We may have to look for funding, because this is an expensive task that will pay off down the road. Jeannine also mentioned that she is looking into having quarterly payments and discounts for senior citizens.

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street department has been cutting grass and patching roadways. Jeannine Motycki said that she has seen new signs being put up. Jerry Jericho mentioned the wall that fell up at Woodland Avenue Park. Tom Urda is aware of this wall and is looking into the best cost-effective way to fix.

CODE: Jody Cheplic – Frank Paterra

Jody Cheplic reported that Bob Whiten has been citing people for not cutting their grass and weeds and for illegally parked cars. Jody then asked about the garbage piling up on the street outside of 410 Fallowfield Avenue. Bob said that he will send another citation for this problem. Frank Paterra read the Code enforcement report for the month of July.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Heidi Cramer asked that when the street department cuts the grass up at the Meadow Avenue Park, if the street department can periodically check the garbage and empty. Frank Paterra then asked what can we do for the kids? With the pandemic cancelling events, what is there for kids to do? Jeannine then announced that there will be a clay shoot that will benefit the fire department on October 10th, 2020 at the Fallowfield Gun Club

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mark Yates gave the report for the month of July. Jerry Jericho read the Animal Control report and also mentioned that the police meeting is next week on August 19th, 2020 at 6:00 p.m. Nancy Ellis reported that she and Officer Goodwin set up a table at last month's town wide flea market to collect donations for K-9 Blitz. Mark Alterici mentioned that the boat dock at the 2nd Street launch will be stored in the old stadium lot owned by Mon Valley Alliance.

FIRE & EMS: Frank Paterra – Jerry Jericho

Frank Paterra read the report for the month of July. Bob Whiten reminded everyone of the virtual cash bash that they are having this month on August 23rd, 2020. Nancy Ellis informed everyone in attendance that there are two houses here in Charleroi that have 20 some cats living inside and out. This is requiring the cat colony project to be revisited. She also mentioned that she will be fundraising for this event again.

PUBLIC DISCUSSION ON AGENDA ITEMS: No discussions on agenda items.

AGENDA:

1. Motion by Heidi Cramer and seconded by Jeannine Motycki approve Resolution #7 of 2020 to apply for funding for the Borough Manager through the STMP Program of the DCED
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"
Motion Carried
2. Motion by Jeannine Motycki and seconded by Heidi Cramer to authorize the Solicitor to put together a packet to select the paving project for 2020 and have it available for September 2, 2020
Roll Call Vote Was Unanimous
Motion Carried
3. Motion by Jerry Jericho and seconded by Jody Cheplic to approve the Martinak invoices to send to the STMP Program of the DCED
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"
Motion Carried

4. Motion by Jody Cheplic and seconded by Heidi Cramer to table the paid accessible parking application for 251 9th Street so that we can look into the parking situation better at Char House.

All In Favor

Motion Carried

5. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve Resolution #8 of 2020 to amend the easement for purposes of waterline conveyance for the Authority of the Borough of Charleroi

Roll Call Vote Was Unanimous

Motion Carried

6. Due to the coin shortage that the nation is experiencing Jeannine Motycki motioned to not ticket for meter violations on a month to month basis. This was seconded by Heidi Cramer.

Roll Call Vote showed Jody Cheplic, Heidi Cramer, Jerry Jericho, Jeannine Motycki and Frank Paterra voting "yes" and Nancy Ellis and Mark Alterici voting "no" Motion Carried

REDRESS OF GRIEVANCES: Larry Celaschi spoke to council on two matters. The first being the boat dock at 2nd street that has been vandalized. The second item was about his right to know request of a list of documented complaints against the garbage company. He was sent redacted notes and he is requesting the full accounting of notes. Steve Toprani stated that he would send them to Larry. Mark Alterici also stated that he received many complaints at his store but did not document them. Larry's complaint is that council went with Big's Sanitation at an increased cost to the tax payers

EXECUTIVE SESSION: Litigation and Personnel

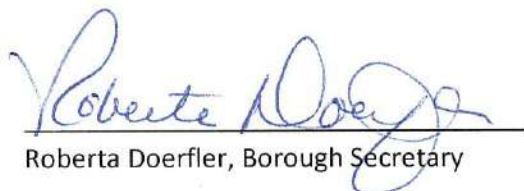
Motion by Jerry Jericho and seconded by Jeannine Motycki to adjourn the meeting.

All in Favor

Motion Carried



Mark Alterici, President of Council



Roberta Doerfler, Borough Secretary

The Regular Meeting of Charteroi Borough Council was held on September 9, 2020 at 6:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Aterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Pattera

Also, present were: Mayor Edward Bryner, Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Nancy Ellis and seconded by Jeannine Motycki to approve the Minutes of the Regular

Meeting of August 12, 2020.

Roll Call vote was unanimous

Motion Carried

MAYOR'S REPORT: No report

FINANCE: Jeannine Motycki – Heidi Cramer

Heidi Cramer reported bills paid of \$10,170.66 and bills to be paid of \$72,251.79, with the total of all bills being \$82,422.45

Motion by Nancy Ellis and seconded by Jeannine Motycki to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis

No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that there was a possibility that we could keep the summer workers on for a few more weeks. Council needed to discuss.

CODE: Jody Cheplic – Frank Pattera

Jody Cheplic reported that Bob Whiten has been sending out multiple letters and citations for violations.

PARKS AND RECREATION: Heidi Cramer – Frank Pattera

No report

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Jeannine Motycki stated that the Police Board members are not forthcoming with information to Council. She wants them to communicate with everyone. It was also mentioned that we cannot do our budget until we know what amount we need for the police budget.

FIRE & EMS: Frank Pattera – Jerry Jericho

Frank Pattera read the report for the fire department. Bob Whiten gave more information on the report and also mentioned a few fundraisers that the department will be working on. Jerry Jericho read the Animal Control report.

PUBLIC DISCUSSION ON AGENDA ITEMS: John Costa of 1023 1/2 Oakland Avenue spoke to council about a tree that is overgrown on their right of way. He wants to know what Council plans to do with it? Mark Aterici stated that council has received three bids to cut the tree down and that they needed to look over the bids and select one of the contractors.

AGENDA:

1. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the sanitation Resolution #9 of 2020

**BOROUGH OF CHARLEROI
WASHINGTON COUNTY**

RESOLUTION NO. 9 OF 2020

WHEREAS, the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania (hereinafter the "Borough") is desirous of amending the fees being charged for the collection of refuse;

WHEREAS, pursuant to the Borough Code the Borough of Charleroi is authorized to provide for changes in the amount and method of refuse collection charges for the collection, removal and disposal of garbage and refuse by the adoption of a Resolution from time to time;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Charleroi as follows:

1. That the following charges for the collection, removal and disposal of garbage and refuse be as follows and they are hereby established as follows:
 - a) A refuse collection charge in the amount of One Hundred Sixty-five and 00/100 Dollars (\$165.00) per annum, for the collection, removal and disposal of garbage and refuse is levied and assessed upon the owner of each building designed for or occupied by a single family for residential purposes.
 - b) Billing shall be performed on a quarterly basis and the total charge shall be divided equally in four installments.
 - c) There shall be a 3% discount for senior citizens at age 63 years, provided that the rate payer shall provide proof of date of birth to the Borough.
 - d) There shall be a 2% discount for all accounts paid in full on the first billing. Should a qualified senior citizen discount holder pay in full on the first billing, they shall receive the additional 2% discount (totaling 7%).
 - e) There shall be a 5% penalty for delinquent accounts with 2% accruing interest per month unpaid.
2. In all other respects, the other provisions of any prior rate resolution are hereby ratified and confirmed, as amended by this Resolution.

DULY ENACTED by the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania, in lawful session assembled this 9 day of September, 2020.

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jerry Jericho and seconded by Nancy Ellis to authorize to move the regular monthly meeting in November to the 10th because of Veterans Day

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Jeannine Motycki and seconded by Jerry Jericho to authorize the meter reader to not enforce the parking meters till October 7, 2020

Roll Call Vote Was Unanimous

Motion Carried

4. Motion by Jeannine Motycki and seconded by Heidi Cramer to authorize having a virtual concert on the third floor of the borough building on October 17th & 18th, 2020

Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"

Motion Carried

5. Jeannine Motycki made a motion for Jameson's tree service at a cost of \$500 and Heidi Cramer made a motion for 3 G's Trees at a cost of \$700 and with proof of insurance to cut down and remove a tree on the Borough's right of way at Garr and Tuman Way. Contract has to be completed within 30 days.

Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis and Jerry Jericho voting for 3 G's Trees and Jeannine Motycki, Frank Paterra and Mark Alterici voting for Jameson's Tree Service. Vote tallied was 4 votes for 3 G's and 3 for Jameson's. Contract awarded to 3 G's Trees

6. Motion by Jerry Jericho and seconded by Heidi Cramer to authorize having Trick or Treat on Saturday October 31st, 2020 from 6:00 p.m. to 7:30 p.m.

Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"

Motion Carried

- 7. Motion by Jody Cheplic and seconded by Nancy Ellis to approve the non-paid accessible application for 1106 Lower Meadow Avenue
Roll Call Vote Was Unanimous
Motion Carried
- 8. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the non-paid accessible parking application for 1200 Crest Avenue
Roll Call Vote Was Unanimous
Motion Carried
- 9. Motion by Jody Cheplic and seconded by Jeannine Motycki to accept the application from Patrick Higgins to the Planning Commission term set to expire 12/31/2023
Roll Call Vote Was Unanimous
- 10. Motion by Jerry Jericho and seconded by Nancy Ellis to approve the 2021 MMO for Charleoi Borough Pension Plan
Roll Call Vote Was Unanimous
Motion Carried
- 11. Motion by Jeannine Motycki and seconded by Jerry Jericho to authorize the first reading of Ordinance #1026 of 2020 for the position of Borough Manager
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"
Motion Carried
- 12. Motion by Jeannine Motycki and seconded by Jerry Jericho to authorize the second reading and advertising of Ordinance #1026 of 2020 for the position of Borough Manager by October 7th, 2020
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"
Motion Carried
- 13. Motion by Jeannine Motycki and seconded by Heidi Cramer to table for more clarification the cost to repair and cover the roofs on pavilions at Crest and Woodland Avenue Parks
All in Favor
Motion Carried
- 14. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve final invoice from Dennis Martinak for the STMP Project
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no"
Motion Carried
- 15. Motion by Heidi Cramer and seconded by Jody Cheplic to authorize to get the appraised value on Magic City Square parking lot
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Jeannine Motycki and Mark Alterici voting "yes" and Nancy Ellis, Jerry Jericho and Frank Paterra voting "no"
Motion Carried
- 16. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve a subscription with Muni-Link Utility Billing/ Customer Information System
Roll Call Vote Was Unanimous
Motion Carried

EXECUTIVE SESSION: Personnel matters

This meeting has been recessed to September 17th, 2020 at 6:00 p.m. at which time council will vote on the 2021-2023 Street Department Contract with the Teamsters and will open bids and select a contractor for the Charleroi Street Paving Project.

The **Recessed Meeting** of Charleroi Borough Council was held on September 17, 2020 at 6:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Jerry Jericho and Jeannine Motycki

Heidi Cramer, Nancy Ellis and Frank Paterra were absent

- 17. Motion by Jody Cheplic and seconded by Jerry Jericho to approve the 2021 – 2024 Street Department Contract with the Teamsters

Roll Call Vote Was Unanimous

Motion Carried

- 18. Approve the cost to repair and cover the roofs on pavilions at Crest and Woodland Avenue Parks


This item was tabled to receive more information on the costs of both parks

- 19. Open bids for the Charleroi Street Paving Project and select responsible bidder. See attached bid tabulation.

Motion by Jody Cheplic and seconded by Jerry Jericho to recess this meeting to Monday September 21, 2020

BID TABULATION
BOROUGH OF CHARLEROI
CONTRACT NO. 2020-001
CHARLEROI 2020 PAVING PROJECT

ITEM NO.	BID ITEM DESCRIPTION	QUANTITY	Independent Enterprises 5029 Thoms Run Road Olathe, PA 15021		A. Folini 109 Dark Hollow Road Oakmont, PA 15029		Anderson Excavating 743 Williams Rd Morgantown, WV 26501		Morgan Excavating, LP 15 Amman Blvd, Upper Suite Charleroi, PA 15022		EJ Grade Industries Inc. 1600 Mellon Ave. Donora, PA 15033	
			10%	TOTAL COST	10%	TOTAL COST	10%	TOTAL COST	10%	TOTAL COST	10%	TOTAL COST
1	Bituminous Pavement Profiling (1 1/2")	11,662 SY	1.80	\$ 20,997.00	1.70	\$ 19,830.50	2.45	\$ 28,579.25	2.65	\$ 30,812.25	2.40	\$ 27,960.00
2	Bituminous Pavement Profiling (2")	8,080 SY	2.80	\$ 22,624.00	2.25	\$ 18,180.00	2.94	\$ 23,753.16	3.00	\$ 24,240.00	2.40	\$ 19,392.00
3	Asphalt Wearing Course 1 1/2" Depth	11,662 SY	7.00	\$ 81,834.00	7.40	\$ 85,328.00	6.79	\$ 79,205.23	7.23	\$ 84,377.95	8.40	\$ 97,968.00
4	Asphalt Wearing Course 2" Depth	8,080 SY	9.35	\$ 75,550.00	9.30	\$ 75,224.00	9.04	\$ 72,967.20	9.63	\$ 77,888.40	11.20	\$ 90,576.00
5	Milling and Replacement of Asphalt Curb	1,900 LF	1.00	\$ 1,900.00	1.40	\$ 2,660.00	3.00	\$ 5,700.00	1.20	\$ 2,280.00	1.35	\$ 2,565.00
6	Base Repair, as needed	250 SY	35.00	\$ 8,750.00	31.75	\$ 10,237.50	47.87	\$ 17,067.20	31.25	\$ 9,375.00	25.00	\$ 8,750.00
7	Maintenance and Protection of Traffic	1 LS	2,500.00	\$ 2,500.00	7,997.00	\$ 7,997.00	3,300.00	\$ 3,300.00	2,950.00	\$ 2,950.00	8,000.00	\$ 8,000.00
Total Price Bid for Contract 2020-001 Sum of items 1 through 7				\$ 214,330.00		\$ 210,691.00		\$ 233,799.16		\$ 237,946.10		\$ 255,383.00

CERTIFIED AS A CORRECT COPY OF ALL BIDS RECEIVED

Dale Aket, P.E.

Motion by Jody Chpelic and seconded by Jerry Jericho to recess this meeting to Monday September 21, 2020 at 5:00 p.m. Roll Call Vote Was Unanimous Motion Carried

The meeting was then recessed to September 21, 2020 at 5:00 p.m. to allow Mackin Engineering and the Solicitor to review the bids and make their recommendations.

The Recessed Meeting of Charleoi Borough Council was held on September 21, 2020 at 5:00 p.m. in the Community Room.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Chpelic, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Pattera

Heidi Cramer was absent

The attached letter of recommendation from Mackin was presented to Council



September 21, 2020

The Borough of Charleoi
338 Fallowfield Avenue
Charleoi, PA 15022

Attn: Roberta Doerfler, Borough Secretary/Administrator

RE: Charleoi 2020 Paving Project | Recommendation of Award

Dear Mrs. Doerfler:

As you are aware, bids for the Charleoi 2020 Paving were opened last Thursday September 17 at 6 p.m. and read aloud at the Borough's Council Meeting. Five bids were received.

The bids ranged from a low of \$214,320.00 to a high of \$258,883.00. A bid tabulation is attached. The Engineer's estimate provided prior to project advertising was \$240,000. The low bid was received from Independent Enterprises, Inc. Based on our review of the bids and knowledge of the contractor, we recommend award of the contract to Independent Enterprises, Inc. in the amount of \$214,320.00.

Should you have any questions, please call me at 412-788-0472 or email me at dubon@independententerprises.com

Sincerely,

Roberta Doerfler
Roberta Doerfler, P.E.
Manager - Construction Services

Enclosure

412.788.0472 15275 103 Technology Drive Suite 200 Pittsburgh, PA mackinengineering.com

Motion by Jerry Jericho and seconded by Jody Chpelic to accept Independent Enterprises Inc. as the contractor for the Charleoi Street Paving Project at a cost of \$214,320.

Roll Call Vote Was Unanimous

Motion Carried

RECESS OF GRIEVANCES:

Motion by Jerry Jericho and seconded by Frank Pattera to adjourn the meeting.

All in Favor

Motion Carried

Mark Alterici, President of Council

Mark Alterici

Roberta Doerfler, Borough Secretary

Roberta Doerfler

The **Regular Meeting** of Charleroi Borough Council was held on October 14, 2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki (by phone) and Frank Paterra

Also, present were: Mayor Edward Bryner, Steve Toprani, Michael Polinski and Borough Secretary Roberta Doerfler.

Motion by Jerry Jericho and seconded by Heidi Cramer to approve the Minutes of the Regular Meeting of September 9, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner stated that he spoke with Mid Mon Valley Transit Authority about moving the bus stop from Fifth and McKean Avenue to the Sixth and McKean Avenue. We need to speak with the owner of the Church to make sure that it will not cause a problem for them. Frank Paterra then asked the Mayor "Why men of a different race have not been hired?" Ed promptly answered that there have been no applicants applying for these positions.

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki gave a report on the clay shoot that was held this past weekend in which the proceeds will go to the fire department.

Heidi Cramer reported bills paid of \$9,886.32 and bills to be paid of \$97,051.22, with the total of all bills being \$106,937.54

Motion by Heidi Cramer and seconded by Jody Cheplic to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

PERSONNEL: Jeannine Motycki – Nancy Ellis

Nancy Ellis reported that we have a community service worker from Southwest Training working with the street department.

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street department has been working cleaning the third floor of the borough building, getting it ready for the Virtual Community Day event that is happening on October 16th & 17th. They have also been black topping, working on catch basins and cleaned the market house. We will be keeping one summer worker on for an additional month, and see where it goes from there. Bob Whiten stated that the guys did a great job cutting and cleaning up on 9th and Crest. Mark Alterici informed everyone that the paving project will start next week with a 60-day completion. Mark also requested that the guys trim the trees along McKean Avenue.

CODE: Jody Cheplic – Frank Paterra

Jody Cheplic reported that code enforcement has been getting the property located at 10th and Lincoln taken care of and that there was a house torn down between Meadow and Crest. Frank Paterra added that Bob Whiten has been doing a wonderful job, he shows passion for the job.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Heidi Cramer stated that she would like council to vote on allowing the Homecoming parade take place on Friday October 16th, 2020. The parade route would be from 2nd Street on McKean Avenue to 8th Street on McKean Avenue. Mark Alterici announce that due to Covid, we will be cancelling our Halloween Parade. It will be too hard to enforce social distancing.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Mike Pollinski gave the report for the month of September, 2020. Jerry Jericho read the Animal Control report and also mentioned that the police meeting is next week on October 21, 2020 at 6:00 p.m. Nancy Ellis complimented the police on a job well done on an incident that happened by her home. Nancy then reported that they raised more than \$3,200 at the fundraiser held this past weekend for the K-9 and police. Jody Cheplic noted that the Borough is still paying less for it's coverage by the police since they regionalized in 2011.

FIRE & EMS: Frank Paterra – Jerry Jericho

Frank Paterra read the fire report for the month of October, 2020. Bob Whiten informed us that Matt Prentice was just certified to install infant car seats and check for correct installation.

PUBLIC DISCUSSION ON AGENDA ITEMS: Mark Alterci wanted to make people aware that he has seen the K-9 on foot patrol and that he was very pleased seeing this. Jeannine Motycki stated that the transition is coming to an end with Muni-Link and we should be up and running in about 4 weeks.

AGENDA:

1. Motion by Jody Cheplic and seconded by Nancy Ellis to approve the donation request from Monongahela Veterans Council in an amount not to exceed \$100.

Roll Call Vote Was Unanimous

Motion Carried

2. Motion by Jody Cheplic and seconded by Nancy Ellis to authorize the life insurance policy change to Standard Insurance Company for a significant savings.

Roll Call Vote Was Unanimous

Motion Carried

3. Motion by Heidi Cramer and seconded by Nancy Ellis to authorize to apply to the USA Grant with Speers and North Charleroi for an incinerator

Roll Call Was Unanimous

Motion Carried

4. Motion by Jody Cheplic and seconded by Heidi Cramer to approve the paid accessible parking application for 816 Fallowfield Avenue

Roll Call Vote Was Unanimous

Motion Carried

5. Motion by Jody Cheplic and seconded by Jeannine Motycki to approve the paid accessible parking application for 1110 Crest Avenue

Roll Call Vote Was Unanimous

Motion Carried

6. Motion by Jody Cheplic and seconded by Heidi Cramer to approve the accessible parking application for 337 Washington Avenue

Roll Call Vote Was Unanimous

Motion Carried

7. Motion by Jerry Jericho and seconded by Jody Cheplic to approve the FY 2021 Community Development Block Grant Funding; Home Rehabilitation Program \$75,000 and Code Enforcement Demolition \$95,000

Roll Call Vote Was Unanimous

Motion Carried

8. Motion by Heidi Cramer and seconded by Jeannine Motycki to authorize use of the alley for the All Saints Day Spaghetti Dinner at the St Andrews Church on 7th Street.

Roll Call Vote Was Unanimous

Motion Carried

9. Motion by Jody Cheplic and seconded by Nancy Ellis to authorize the rental of a U-Haul to move electronics

Roll Call Vote Was Unanimous

Motion Carried

10. Motion by Jeannine Motycki and seconded by Heidi Cramer to approve Resolution #9 of 2020 amending fees being charged for sanitation/garbage.

Roll Call Vote Was Unanimous

Motion Carried

**BOROUGH OF CHARLEROI
WASHINGTON COUNTY**

RESOLUTION NO. 9 OF 2020

WHEREAS, the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania (hereinafter the "Borough") is desirous of amending the fees being charged for the collection of refuse;

WHEREAS, pursuant to the Borough Code the Borough of Charleroi is authorized to provide for changes in the amount and method of refuse collection charges for the collection, removal and disposal of garbage and refuse by the adoption of a Resolution from time to time;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Charleroi as follows:

1. That the following charges for the collection, removal and disposal of garbage and refuse be as follows and they are hereby established as follows:

- a) A refuse collection charge in the amount of One Hundred Sixty-five and 00/100 Dollars (\$165.00) per annum, for the collection, removal and disposal of garbage and refuse is levied and assessed upon the owner of each building designed for or occupied by a single family for residential purposes.
- b) Billing shall be performed on a quarterly basis and the total charge shall be divided equally in four installments.
- c) There shall be a 5% discount for senior citizens at age 63 years, provided that the rate payer shall provide proof of date of birth to the Borough.
- d) There shall be a 2% discount for all accounts paid in full on the first billing. Should a qualified senior citizen discount holder pay in full on the first billing, they shall receive the additional 2% discount (totaling 7%).
- e) There shall be a 5% penalty for delinquent accounts with 2% accruing interest per month unpaid.

2. In all other respects, the other provisions of any prior rate resolution are hereby ratified and confirmed, as amended by this Resolution.

DULY ENACTED by the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania, in lawful session assembled this 14 day of October, 2020.

ATTEST:

BOROUGH OF CHARLEROI


Roberto D'Amico
Borough Secretary


Mark Alterici, President of Council

11. Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize the Homecoming Parade on McKean Avenue between 2nd & 8th Streets on October 16th, 2020

Roll Call Vote Was Unanimous

Motion Carried

12. Motion by Jody Cheplic and seconded by Nancy Ellis to give a letter of support to MVA for their LSA Application for FY 2021

Roll Call Vote Was Unanimous

Motion Carried

13. Motion by Jerry Jericho and seconded by Jeannine Motycki to approve the third and final reading of the Ordinance #1026 creating to office of Borough Manager

Roll Call Vote Was Unanimous

Motion Carried

THE BOROUGH OF CHARLEROI
WASHINGTON COUNTY, PENNSYLVANIA
ORDINANCE NUMBER 1026 OF 2020

AN ORDINANCE OF THE BOROUGH OF CHARLEROI, WASHINGTON COUNTY, PENNSYLVANIA CREATING THE OFFICE OF BOROUGH MANAGER.

WHEREAS, the Borough currently conducted the day-to-day business of the Borough through the Borough Council and the Secretary;

WHEREAS, that Council deemed it appropriate and in the best interest of the Borough and its residents to establish the office of Borough Manager;

WHEREAS, the Borough Code, 8 Pa. Cons. Stat. § 1141, et seq., requires that the position of Manager be created by ordinance with the duties of the office delineated in the ordinance, per 8 Pa. Cons. Stat. § 1142;

WHEREAS, the Borough Council previously abolished the position of Borough Manager by majority vote at a public meeting dated January 14, 2016, as reflected in Minute Book Page 4872-4873, and Council wishes to expressly repeal and replace any previous Ordinance or Resolution of Council related thereto;

NOW THEREFORE, BE IT RESOLVED, that the Borough Council for the Borough of Charleroi, does hereby enact a resolution creating and establishing the Office of Borough Manager, and confers upon said office, by delegation of powers and duties below stated, as follows:

OFFICE OF MANAGER

SECTION 1: Creation of Office of Manager

The Office of Borough Manager is hereby created by the Borough Council of the Borough, subject to the right of Council, by ordinance and at any time, to abolish that office. Note: The preamble stated that

SECTION 2: Appointment and Removal of Manager

The manager shall be appointed for an indefinite term by a majority of all the members of Council. The Manager shall serve at the pleasure of Council and may be removed at any time by a majority vote of all the members of Council. At least 30 days before such removal becomes effective, Council shall furnish the Manager with a written statement setting forth its intention to remove him and the reasons therefore.

SECTION 3: Qualifications of Manager

The Manager shall be chosen on the basis of his executive and administrative abilities, with special reference to his actual experience in, or his knowledge of, accepted practices in respect to the duties of his office as set forth in Section 6 below. The Manager need not be a resident of the Borough or of the Commonwealth of Pennsylvania at the time of appointment, but as soon as practicable thereafter, shall become, and during his tenure, shall remain a resident of the Borough.

SECTION 4: Manager's Bond

Before entering upon the duties of Manager, the appointed Manager shall give bond to the Borough with a bonding company assuring such sum as is set by Resolution of Council, conditioned upon the faithful performance of the duties of the office. Any premiums associated therewith or therefor shall be paid by the Borough.

SECTION 5: Manager's Compensation

The salary of the Manager shall be fixed from time to time in the same manner as compensation for all other Borough employees. At such time as Council appoints an individual to the office of Manager, Council shall also fix the initial salary of said Manager.

SECTION 6: Powers and Duties of Manager

a) The Manager shall be the Chief Administrative Officer of the Borough and shall be responsible to Council as a whole for the proper and efficient administration of the affairs of the Borough.
b) The Manager's powers and duties shall relate to the general management of all Borough business, not expressly imposed or conferred upon other Borough officers by statute.

c) Subject to recall by ordinance of Council, the Manager shall:

- 1) Supervise and be responsible for the activities of all Borough departments except the police department
- 2) With the concurrence of Council, hire, and when necessary for the good of the Borough, suspend or discharge employees under the Manager's supervision and jurisdiction.
- 3) Make recommendations to Council with respect to the compensation of all employees under his supervision and jurisdiction.

- 4) Prepare and submit to Council before the close of the fiscal year or on such alternative date as Council may determine, a budget for the next fiscal year as an explanatory budget message and administer same.
- 5) Obtain from the Chief of each department, board, agency or other office, estimates of revenues and expenditures and other supporting duties for the purpose of preparing the budget.
- 6) Serve as Borough Secretary and Treasurer without additional compensation.
- 7) To the extent provided by law, execute and enforce the ordinances and resolutions of the Borough.
- 8) Attend all meetings of Council and, upon request, attend its committee meetings with the right to take part in any and all discussions pursuant to the rules and regulations for the conduct of meetings as established by Council.
- 9) Prepare the agenda for each meeting of Council and supply facts pertinent thereto.
- 10) Submit periodic reports of the condition of Borough Ordinances and such other reports as Council deems appropriate and may request.
- 11) Make recommendations to Council as the Manager deems necessary and appropriate.
- 12) Submit to Council as soon as practicable at the close of the fiscal year a complete report of the financial and administrative activities of the Borough for the preceding year.
- 13) Secure compliance with all franchises, leases, permits and privileges granted by Council.
- 14) Employ, with the approval of Council, experts and consultants to perform work and to advise in connection with any of the functions of the Borough and to see to the letting of contracts in due form of law.
- 15) Supervise performance and faithful execution of all contracts.
- 16) Secure payment to the Borough of all money owed and insure that proper proceedings are taken for the securing and collection of all of the Borough's claims.
- 17) Be the Purchasing Officer of the Borough and purchase, in accordance with the provisions of the Borough Code, all supplies and equipment for various agents, boards and departments and other offices of the Borough.
- 18) Prepare necessary invoices and collect utility fees for water service, sewer service, and garbage service, and any other municipal fee imposed by Borough Ordinance.
- 19) Prepare invoices for and collect those taxes not otherwise collected by the Tax Collector.
- 20) Serve as the Secretary/Treasurer of the Borough Sewer Authority.
- 21) Serve as Secretary to the Zoning Hearing Board and Planning Committee.
- 22) Serve as Borough Zoning Officer, if so designed by express act of Council.
- 23) Be responsible for managing and directing the finances of the Borough to insure proper investments of all municipal funds in excess of immediate needs as well as the administration of all loans.
- 24) Keep an account of all purchases and, when directed by Council, make a full and written report thereof.
- 25) Issue rules and regulations, subject to the approval of Council, governing the requisition and purchase of all municipal supplies and equipment.
- 26) Investigate and dispose of all complaints regarding services or personnel of the Borough.
- 27) Be administrator, supervisor and be responsible for activities of any and all Borough employees who shall be assigned to his jurisdiction by ordinance or resolution of Council or assigned to his jurisdiction by the Mayor in writing as hereinafter provided.
- 28) Represent Council in matters relative to union and union members and shall issue all work rules and disciplinary notices to union employees on behalf of Council.
- 29) Keep a current inventory showing all real and personal property of the Borough and its condition, and shall be responsible for the care and custody of all such property, including equipment, buildings, parks and all other Borough property, which is not by law assigned to some other office or body for care and control.
- 30) Publish all notices, ordinances or other documents required by law to be published and to prepare or cause to be prepared all reports which the Borough or any officials thereof are required by law to prepare.
- 31) Prepare and have custody of all municipal records required by law to be kept by the Borough and not by a specific officer.
- 32) Where the law makes it the duty of a specific officer to keep or maintain records, the Manager shall make available to such officer all necessary clerical assistance for the preparation of such records and shall make available a place for the custody of such records.
- 33) Where the law requires or provides for a certification of any records or documents by any office of the Borough, the Manager shall cause such records or documents to be properly prepared and presented to such officer for his signature.

- 34) Keep a complete set of maps and plats showing the location of all Borough utilities and other Borough properties, streets and other public places, and all lots or parcels of land subdivided according to law.
- 35) Shall maintain an office in Borough Hall and shall spend such time in the performance of his duties as may be required by Council
- 36) When the Manager becomes ill or needs to be absent from the Borough, the Manager shall designate with the approval of Council, one qualified member of his staff who shall perform the duties of the Manager during the Manager's absence or disability.

SECTION 7: Delegation of Certain Powers and Duties of Mayor to Manager


The Mayor is hereby authorized to delegate to the Manager, subject to recall by written notification at any time, any of his non legislative and nonjudicial powers and duties.

ADDRESS OF GRIEVANCES:

Patrick Higgins, newly appointed to the Planning Commission, introduced himself and his wife to everyone.

Motion by Jerry Jericho and seconded by Heidi Cramer to adjourn the meeting.

All in Favor
Motion Carried


Mark Alterici, President of Council


Roberta Doerfler, Borough Secretary

The **Regular Meeting** of Charleroi Borough Council was held on November 10,2020 at 6:00 p.m. in the Council Chambers.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Frank Paterra

Also, present were: Mayor Edward Bryner, Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Heidi Cramer to approve the Minutes of the Regular Meeting of October 14, 2020. Roll Call vote was unanimous Motion Carried

MAYOR'S REPORT: Edward Bryner stated that the paving project has been delayed because of a member of the construction crew testing positive for Covid-19

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$14,143.98 and bills to be paid of \$64,175.95, with the total of all bills being \$78,319.93

Motion by Jeannine Motycki and seconded by Jody Cheplic to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

Jeannine then presented a tentative budget to each council member and asked them to look it over and if there were any questions to please call her or Heidi to discuss. Frank Paterra questioned Jeannine about raising taxes. He stated that he did not want to raise taxes for another year.

PERSONNEL: Jeannine Motycki – Nancy Ellis No Report

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

Nancy Ellis reported that the street department has been busy picking up leaves and moving the milling and blacktop. Jerry Jericho got prices for a truck for next year and was hoping to have an amount put in the line item for next year's budget.

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of October. Jody Cheplic questioned about an ordinance about demos for bad houses, abandoned properties.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

Jerry Jericho suggested having Santa on a low trailer and driving him through town for the children to see all the while collecting letters for Santa.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Jerry Jericho mentioned that the police board approved the purchase of 12 new radios for the officers. They will be using grant money from the CARES Fund to help pay for them. Nancy Ellis reported that the \$5,300 money from the recent fundraiser will be used to pay for Blitz's training through Garrow Training. Frank Paterra questioned again if the Charleroi Regional Police has hired any black officers or female officers.

FIRE & EMS: Frank Paterra – Jerry Jericho

Bobby Whiten read the fire department report for the month of October. He also mentioned about a couple of fundraisers and that they will help with Santa.

PUBLIC DISCUSSION ON AGENDA ITEMS:

AGENDA:

Roberta Doerfler
Roberta Doerfler, Borough Secretary

Mark Alterici
Mark Alterici, President of Council

- All in Favor
Motion Carried
- Motion by Jerry Jericho and seconded by Jody Cheplic to adjourn the meeting.
Mrs. Coppi also stopped in to ask council what is happening with the house next to the one she owns. Steve Toprani responded to her questions.
David Hunter from the NAACP came to address council because members of the Community raised concerns from the October Community Days virtual concert. He stated that the band Six Gun Sally prominently displayed the confederate flag during their performance. Mark Alterici apologized for not catching it until after the fact. Jerry Jericho also apologized for not seeing it until too late. David then also asked if the Borough has any workers of color.
- REDRESS OF GRIEVANCES:
- Motion by Jerry Jericho and seconded by Nancy Ellis to authorize to advertise for the Water Authority Board with letters of interest due by December 2nd at 3:00 p.m.
Roll Call Vote Was Unanimous
Motion Carried
 - Motion by Jerry Jericho and seconded by Jeannine Motycki to advertise for the Borough Manager with applications due by December 8th.
Roll Call Vote Was Unanimous
Motion Carried
 - Motion by Jeannine and seconded by Heidi Cramer to approve the non-uniform employee's raises of 2%.
Roll Call Vote Was Unanimous
Motion Carried
 - Motion by Jeannine Motycki and seconded by Jody Cheplic to authorize the health insurance for the paid fire driver where Matt Prentice would pay for 25 % of his insurance and the borough would pay the remaining 75%.
Roll Call Vote Was Unanimous
Motion Carried
 - Motion by Jeannine Motycki and seconded by Jody Cheplic to approve CCA Solutions proposal for copier lease in the amount of \$100/month
Roll Call Vote Was Unanimous
Motion Carried
 - Motion by Nancy Ellis and seconded by Jody Cheplic to approve CTR Payroll Company proposal of \$209/month
Roll Call Vote showed Jody Cheplic, Heidi Cramer, Nancy Ellis, Jerry Jericho, Frank Patera and Mark Alterici voting "yes" and Jeannine Motycki voting "no"
Motion Carried
 - Motion by Heidi Cramer and seconded by Nancy Ellis to authorize the purchase of two mirrors for 5th & Shady and 5th & Crest Avenues
Roll Call Vote Was Unanimous
Motion Carried

The **Regular Meeting** of Charleroi Borough Council was held on December 9, 2020 at 6:00 p.m. in the Community Room and also by Zoom meeting.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho and Frank Paterra. Jeannine Motycki attended meeting by Zoom.

Heidi Cramer was absent

Also, present were: Mayor Edward Bryner, Steve Toprani and Borough Secretary Roberta Doerfler.

Motion by Jeannine Motycki and seconded by Frank Paterra to approve the Minutes of the Regular Meeting of November 10, 2020. Roll Call showed Jody Cheplic, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Paterra voting "no" Motion Carried

MAYOR'S REPORT: Edward Bryner wished everyone Happy Holidays.

FINANCE: Jeannine Motycki – Heidi Cramer

Jeannine Motycki reported bills paid of \$17,048.48 and bills to be paid of \$83,785.24, with the total of all bills being \$100,833.72

Motion by Jeannine Motycki and seconded by Nancy Ellis to pay bills.

Roll Call Vote Was Unanimous

Motion Carried

Frank Paterra questioned why we don't have Fallowfield Township as a part of the Regional Police. Jerry Jericho answered by stating that we have sent 3 proposals to Fallowfield Township, but have not heard back from them.

PERSONNEL: Jeannine Motycki – Nancy Ellis Nancy Ellis requested an executive session on personnel at the end of this meeting. She also stated that we are down to one salt truck. Jerry Jericho said that he had spoke with Davies Ford about getting a lease on a truck.

PUBLIC WORKS: Nancy Ellis – Jerry Jericho

No Report

CODE: Jody Cheplic – Frank Paterra

Bobby Whiten gave the code report for the month of November.

PARKS AND RECREATION: Heidi Cramer – Frank Paterra

No report Jerry Jericho stated that on December 20th the fire department would transport Santa around town in the squad truck at 6:00 p.m. Jerry also said he would be providing Christmas music.

POLICE: Jerry Jericho – Jody Cheplic – Nancy Ellis

Jerry Jericho stated that the police board has a tentative contract with the police. Jody Cheplic let everyone know that the new radios are in and in operation. Nancy Ellis stated that the fundraising monies collected will be used to pay for the Canine Training.

FIRE & EMS: Frank Paterra – Jerry Jericho

Frank Paterra stated that recently there has been controversy on fund raising food trucks. He thinks that some leniency needs to be given to them, since they are trying to raise money for the fire department. Mark Alterici said that he thought the residents and businesses need to step up. Bob Whiten read the fire department reports and also stated that 2 members have had covid and they are all being careful not to let them at the department. Jerry Jericho read the animal control report.

PUBLIC DISCUSSION ON AGENDA ITEMS: None

AGENDA:

1. Motion by Jerry Jericho and seconded by Jody Cheplic to approve the paid accessible parking application for 705 Crest Ave.

Motion Carried

2. Motion by Jerry Jericho and seconded by Nancy Ellis to approve the Borough Manager job description

Roll Call Vote showed Jody Cheplic, Nancy Ellis, Jerry Jericho, Jeannine Motycki and Mark Alterici voting "yes" and Frank Patera voting "no" stating that we have a Borough Administrator and that he doesn't think we need a Borough Manager
 Motion Carried

**BOROUGH OF CHARLEROI
 WASHINGTON COUNTY, PENNSYLVANIA
 JOB DESCRIPTION**

JOB TITLE: Borough Manager
DEPARTMENT: Administration
STATUS: Current Position
TERMS: (1) Full-time day/night shift
 (2) Exempt salary position
 (3) At-will non-union employee
SUPERVISION: Borough Council
SUMMARY OF DUTIES
 Performs high level administrative, technical and professional work in directing and supervising the administration of Borough government
SUPERVISION RECEIVED
 Works under the broad policy guidance of the Borough Council
SUPERVISION EXERCISED
 Exercises supervision over all municipal employees either directly or through subordinate supervisors.
ESSENTIAL DUTIES AND RESPONSIBILITIES
 Manages and supervises all departments, agencies and offices of the Borough to achieve goals within available resources; plans and organizes workloads and staff assignments; trains, motivates and evaluates assigned staff; reviews progress and directs changes as needed.
 Recommends appointment and removal of all department directors. Provides suggestions and recommendations as to the hiring, firing, advancement, promotion or any other change of status for other subordinate employees.
 Provides leadership and direction in the development of short- and long-range plans; gathers, interprets, and prepares data for studies, reports and recommendations; coordinates department activities with other departments and agencies as needed.
 Provides professional advice to the Borough Council and department directors; makes presentations to councils, boards, commissions, civic groups and the general public.
 Assures that assigned areas of responsibility are performed within budget; performs cost control activities; monitors revenues and expenditures in assigned area to assure sound fiscal control; prepares annual budget requests; assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
 Determines work procedures, prepares work schedules, and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operations.
 Issues written and oral instructions; assigns duties and examines work for exactness, neatness, and conformance to policies and procedures.
 Maintains harmony among workers and resolves grievances.
 Performs or assists subordinates in performing duties; adjusts errors and complaints.
 Prepares a variety of studies, reports and related information for decision-making purposes.
 Sees that all laws and ordinances are faithfully and fairly adhered to.
 Prepares and submits a preliminary annual Borough budget. Administers the adopted budget of the Borough.
 Advises the Borough Council of financial conditions and current and future Borough needs.
 Attends all meetings of the Borough Council at which attendance may be required by the Council.
 The Borough Manager shall serve as the Director of Human Resources for the Borough and, as such, be responsible for the following duties:
 (A) Performs a variety of complex administrative, technical and professional work in directing and supervising the personnel systems of the organization, including classification, compensation, recruitment, selection, labor relations, and training.
 (B) Communicates official plans, policies and procedures to staff and the general public.
 (C) Recruits, interviews, and assists in the selection of employees to fill vacant positions.
 (D) Plans and directs new employee orientation to foster positive attitude toward organization goals.
 (E) Through subordinates, keeps records of insurance coverage, pension plan, and personnel transactions such as hires, promotions, transfers, performance reviews, and terminations.
 (F) Conducts wage survey within labor market to determine competitive wage rate.
 (G) Plans and directs implementation and administration of benefits programs designed to insure employees against loss of income due to illness, injury, layoff, or retirement.
 (H) Directs preparation and distribution of written and verbal information to inform employees of benefits programs such as insurance plans, pension plans, paid time off, bonus pay, and special employer sponsored activities.
 (I) Analyzes existing benefits policies of organization, and prevailing practices among similar organizations, to establish competitive benefits programs.
 (J) Plans modification of existing benefits programs. Recommends benefit plan changes to the Council.
 (K) Notifies employees and labor union representatives of changes in benefits programs.
 (L) Writes directives advising department managers of local, state and Federal policy regarding equal employment opportunities, compensation, and employee benefits.
 (M) Studies legislation, arbitration decisions, and collective bargaining contracts to assess industry trends.
 (N) Represents management in negotiating collective bargaining agreements.
MINIMUM QUALIFICATIONS
 Education and Experience:
 (A) Graduation from an accredited four-year college or university with a degree in public administration, political science, business management or a closely related field, and two (2) years of experience as a municipal administrator or assistant. Master's degree in applicable field preferred.

Necessary Knowledge, Skills and Abilities:

- (A) Considerable knowledge of modern policies and practices of public administration; working knowledge of municipal finance, human resources, public works, public safety, and community development.
- (B) Skill in preparing and administering municipal budgets; skill in planning, directing and administering municipal programs; skill in operating the listed tools and equipment.
- (C) Ability to prepare and analyze comprehensive reports; ability to carry out assigned projects to their completion; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, municipal officials and the public; ability to efficiently and effectively administer a municipal government.
- (D) Skill in operation of listed tools and equipment.
- (E) Ability to write, read, and speak the English language fluently. Ability to receive and understand oral and written instructions.
- (F) Must be a United States citizen.
- (G) Must possess a valid Pennsylvania driver's license at the time of appointment and throughout the term of employment.

TOOLS AND EQUIPMENT USED

Requires frequent use of personal computer, including word processing and spreadsheet programs; calculator, telephone, copy machine and fax machine.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderately quiet.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

SPECIAL CRITERIA

Must be bondable.

GENERAL CRITERIA

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The successful candidate must successfully pass a background investigation including criminal history, employment history, education history, credit check, etc.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

- 3. Motion by Jerry Jericho and seconded by Jody Cheplic to approve Resolution #10 of 2020 – Partial funding for the Borough Manager through the STMP program
Roll Call Vote showed Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho and Jeannine Motycki voting “yes” and Frank Paterra voting “no” Motion Carried

**BOROUGH OF CHARLEROI
WASHINGTON COUNTY**

RESOLUTION NO. 10 OF 2020

WHEREAS, the Borough of Charleroi recently completed the Strategic Management Planning Program (“STMP”) administered by the Pennsylvania Department of Community and Economic Development (“DCED”); and

WHEREAS, a central recommendation of the STMP’s report was the creation of the position of Borough Manager; and

WHEREAS, the Borough Council has begun the process of staffing said Borough Manager Position; and

WHEREAS, DCED has, from time to time, provided direct matching cash assistance by way of a grant to partially fund borough manager positions; and

WHEREAS, the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania (hereinafter the “Borough”) intends to pursue certain state grants;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Charleroi as follows:

- 1. That the Council for the Borough of Charleroi is authorized to apply for any appropriate grants through DCED for the purpose of partial funding of a Borough Manager salary;
- 2. That Council President Mark Alterici is authorized to prepare and/or execute any such application for grant benefits and to provide supporting documents.
- 3. The Solicitor shall review any and all applications for such grants.

DULY ENACTED by the Borough Council of the Borough of Charleroi, Washington County, Pennsylvania, in lawful session assembled this 9 day of December, 2020.

ATTEST:

BOROUGH OF CHARLEROI

- 4. Motion by Jerry Jericho and seconded by Nancy Ellis to accept the letter of resignation from Heidi Cramer
Roll Call Vote Was Unanimous Motion Carried
- 5. Motion by Jerry Jericho and seconded by Jody Cheplic to authorize to advertise for the vacant position on Council, with letters of interest due by January 5th, 2020 by 3:00 p.m.
Roll Call Vote Was Unanimous Motion Carried

At this time there was an executive session on personnel

The meeting was then recessed to December 21, 2020 at 5:00 p.m. so that we may advertise the 2021 budget.

The Recessed Meeting of Charleoi Borough Council was held on December 21, 2020 at 5:00 p.m. in the Community Room and also by Zoom meeting.

Roll Call showed the following Members of Council present: Mark Alterici, Jody Cheplic, Nancy Ellis, Jerry Jericho and Frank Patera. Jeannine Motycki attended meeting by Zoom.

Also, present were: Mayor Edward Bryner, Steve Toprani and Borough Secretary Roberta Doerfler.

7. Motion by Nancy Ellis and seconded by Jody Cheplic to approve the 2021 proposed budget and the 2021 Millage reporting of 6.85 no increase in taxes

Roll Call Vote showed Jody Cheplic, Nancy Ellis, Jerry Jericho and Mark Alterici voting "yes" and Jeannine Motycki voting "no"

Motion Carried

8. Motion by Jeannine Motycki and seconded by Nancy Ellis to approve and advertise the 2021 meeting dates of the first and second Wednesday of each month at 6:00 p.m. via Zoom Meeting or in person in the Council Chamber

Roll Call Vote Was Unanimous

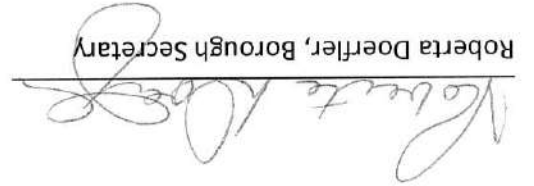
Motion Carried


ADDRESS OF GRIEVANCES:

Motion by Jeannine Motycki and seconded by Jerry Jericho to adjourn the meeting.

All in Favor

Motion Carried


 Roberta Doerfler, Borough Secretary


 Mark Alterici, President of Council