

# COUNCIL MEETING MINUTES

OCTOBER 13, 2020

7:00 PM

1. Call to Order
2. Roll call
3. Pledge of Allegiance
4. Approval of minutes from the September 15, 2020 meeting. Seconded by Councilman Don Gregor 5 -- 0
5. Approval of minutes from the September 28, 2020 special meeting. Seconded by Councilman Gil Coles 5 -- 0
6. Approval of minutes from the October 5, 2020 meeting. Seconded by Councilman Gil Coles 5 -- 0
7. Carissa Barcus to speak about cat control(trap, neuter, and release)
8. Open the floor for public comment on agenda items only
9. Correspondence:

The Mon Valley Opioid Coalition is holding a Narcan Drive-Thru Wednesday, October 14 from 4:00 to 5:30pm. in the parking lot at St. Sebastian's Church in North Belle Vernon.

The City of Monessen has available for public viewing, the Annual Municipal Separate Storm Sewer System (MS4) status report (June 30, 2019 to June 30, 2020). This report was prepared by W.E.C. Inc. on behalf of the City of Monessen for the Pennsylvania Department of Environmental Protection (DEP).

A Right-To-Know request was received from Councilman Anthony Orzechowski on October 7, 2020. Tracking No. 5-2020. Request reads: Please provide the following financial information:

All City of Monessen bank accounts with the following information:

Bank statements at the beginning of each month and at the end of each month from January 1, 2020 to present (October 6, 2020). Please include the actual bank statement identifying the banking institution on each statement.

All paid and unpaid invoices since January 1, 2020 to present including check and invoice.

Please notify me if fees associated with this request will be more than \$50.00. Notification was given on 10/09/20. Your request will be more than \$250.00 plus postage. No reply to date.

City of Monessen Major Fund Balance Comparisons through September 2020 vs. 2019. You should have picked up a copy along with the agenda as you entered.

10.Old Business: N/A

11.City Treasurer: Gerald Saksun

Treasurer's report for the month ending September 2020 Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

12.City Controller: Rosalie Nicksich

Controller's report for the month ending September 2020

13.New Business:

**Mayor Matt Shorraw: Public Affairs**

A. Motion to approve Resolution No. 20-2020 a resolution of the City of Monessen authorizing application to Westmoreland County for a Westmoreland County CARES Municipal Support Grant. Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 – 0

B. Motion to approve the promotion of Cheryl Gordon, to the City Clerk position, at an annual salary of \$42,000. Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

C. Motion to approve advertising, in the local newspaper, for a general office position. This will be a full-time "Union" position. (benefits included). Union representative has given written approval. Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

D. Motion to approve "Trunk or Treat" on Saturday, October 31 from 2:00 to 4:00pm. at the Upper Parking Lot of Monessen City Park and "Trick or Treat" on Saturday, October 31 from 4:00 to 6:00pm City wide. Participants are asked to follow CDC and PA Dept. of Health guidelines and remain as safe as possible. Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

E. Motion to advertise for all vacant City Board, Authority, and Commission positions. To be eligible, applicants must meet the requirements of Resolution 11-2020, outlining rules and procedures for appointing board, authority, and commission members. Motion made by Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

F. Motion to approve American Red Cross to hold a blood drive at the Monessen Community Civic Center, 861 Donner Avenue on Thursday, November 12 from 12:30 to 6:00pm. Please call 1-800-733-2767 to schedule an appointment. Mask and social distancing required. Monessen is helping the general welfare of the public. Motion made by Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

G. Motion to approve Resolution No. 16-2020 Addendum "A" contract for professional services by and between the City of Monessen and Urban design Ventures, LLC for preparation of a new Zoning Ordinance that follows the Pennsylvania Municipalities Planning code. Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

H. Motion to approve Resolution No. 17-2020 a resolution of the City of Monessen to authorize and approve an increase of the City's Line Usage Fee by

\$15.00 per month. Starting December 1, 2020 Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

I. Motion to approve Resolution No. 18-2020 a resolution of the City Council of the City of Monessen approving and authorizing the submission of the FY 2020 CDBG Application. Mayor Shorraw seconded by Councilwoman Thomas 5 -- 0

J. Motion to approve and adopt the statement of goals in compliance with the National Program for Minority and Women Business Enterprises, Executive Order 11625, City of Monessen, PA. Mayor Shorraw seconded by Councilman Gil Coles 5 – 0

K. Motion to approve Resolution No. 19-2020 a resolution of the City of Monessen, Westmoreland County, Commonwealth of Pennsylvania, authorizing the submission of a Pennsylvania Department of Transportation multimodal transportation fund grant request; designating city officials to execute all documents and agreements in connection with the requested grant and assist in obtaining the requested grant; and providing for miscellaneous matters. Mayor Shorraw seconded by Councilman Don Gregor Coles 5 -- 0

L. Motion to approve the final reading of Ordinance No. 9-2020 an ordinance of the Council for the City of Monessen, Westmoreland County, Commonwealth of Pennsylvania, establishing Compensation on a per-meeting basis: repealing Ordinance No. 1-2019 of the City of Monessen. Mayor Shorraw seconded by Councilman Don Gregor 4 – 1 Councilman Orzechowski No

M. Motion to approve the final reading of Ordinance No. 11-2020 an ordinance of the City of Monessen, Westmoreland County, Commonwealth of Pennsylvania, establishing requirements for the registration of vacant, abandon, and foreclosed real property within the City of Monessen; providing for regulations and enforcement; assessing fees, violations, and penalties; and establishing a blight fund. Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

N. Motion to approve the final reading of Ordinance No. 12-2020 an ordinance of the City of Monessen, Westmoreland County, Commonwealth of Pennsylvania, providing for the creation of an Environmental Advisory Board in

and for the City of Monessen; establishing an authority and purpose; repealing inconsistent ordinances; and providing for an effective date. Mayor Shorraw seconded by Councilman Don Gregor 5 -- 0

O. Motion to approve, to advertise in the local newspaper for board members, for the Environmental Advisory Board. Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

P. First reading of Ordinance No. 13-2020 an ordinance of the City of Monessen, Westmoreland County, Commonwealth of Pennsylvania, establishing certain rules, regulations, and procedures for declaring particular properties as nuisance properties within the City of Monessen; establishing procedures for issuing violations for nuisance properties; establishing penalties, enforcement regulations, and prosecution procedures; and providing for an effective date. Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0

Q. Police report for the month ending September 2020.

#### **Councilwoman Lois Thomas: Department of Streets**

- A. Street report for the month ending September
- B. Leaf collection City wide- please rake leaves or bag leaves and place at the edge of your property, near the street. "Public Works Dept." will be around to pick up the leaves.
- C. Redevelopment Authority report (liaison)
- D. Library Board (liaison)
- E. Motion to approve advertising, in the local newspaper, for (2) full time "Union" positions in the "Public Works Dept". (benefits included)  
Seconded by Mayor Shorraw 5 - 0

#### **Councilman Anthony Orzechowski: Dept. of parks & Public Properties**

- A. Parks and Recreation report for the month ending September.

#### **Councilman Don Gregor: Department of Public Safety**

- A. Code Enforcement Office Financial Report
- B. Code Enforcement Activity Report
- C. Code Enforcement Officer, Todd Carter has supplied council his certification information: Commonwealth of Pennsylvania Department of Labor & Industry Uniform Construction Code (UCC) Certification Card. Todd is certified in the following categories.(read aloud) He will continue his ongoing education, so that Monessen is always in compliance with the (UCC).
- D. Motion to appoint Code Enforcement Officer, Todd Carter as UCC Administrator and Building Official, for the City of Monessen. Motion made by Mayor Shorraw 5 - 0
- E. Motion to approve the Code Enforcement Officer, Todd Carter as the Zoning Officer, for the City of Monessen. Mayor Shorraw seconded by Councilman Gil Coles 5 -- 0
- F. Fire Department Report
- G. The Commonwealth of Pennsylvania has awarded the City of Monessen Fire Departments \$30,000. for 2020. The award will be divided between the two Volunteer Departments.
- H. Motion to approve Fire Department #1 permission, to use their parking lot, for fund raising events. The Covid-19 has greatly reduced their financial position. They will follow CDC and the PA. Dept. of Health guidelines. seconded by Mayor Shorraw 5 -- 0

**Councilman Gilbert Coles: Department of Accounts & Finance**

- A. Motion to approve payment of invoices - General Fund \$388,017.49 Seconded by Mayor Shorraw 5 - 0
- B. Motion to approve payment of invoices – Line Usage \$74,723.05 Seconded by Mayor Shorraw 5 - 0
- C. Motion to approve payment of invoices – Park Fund \$35,627.68 Seconded by Mayor Shorraw 5 - 0
- D. Motion to approve payment of invoices – Liquid Fuels \$19,757.48 Seconded by Mayor Shorraw 5 - 0

E. Motion to approve payment of invoices – Recreation Fund \$314.54 Seconded  
by Mayor Shorraw 5 - 0

F. All 2020 invoices, due for payment, are current

G. Large Dollar Account balances, for the month ending September

General Fund \$798,370.49

Debt Service \$427,606.75

Parks & Rec. \$141,446.97

Liquid Fuels \$ 82,679.77

Line Usage \$ 40,599.58

14. Open floor for public comment on any item.

15. Adjournment at 9:45