

BOROUGH OF WILMERDING
MINUTES OF THE APRIL 7, 2009 REGULAR MEETING OF COUNCIL

The meeting was called to order by President S. Shurgot at 7:34 p.m.

The Pledge of Allegiance was led by the President.

MR. S. SHURGOT: I would like to take a moment of silence for the three Pittsburgh Police Officers who lost their lives in the line of duty.

ROLL CALL: M. TRKULA, present; C. SPICUZZA, absent; K. PETERSON, present; S. SMITH, present; G. JAKUB, present; J. THOMAS, present; S. SHURGOT, present.
MAYOR D. POMPOSELLI was also present.

S. SMITH / J. THOMAS TO ACCEPT THE MINUTES OF THE MARCH 3, 2009 MEETING AS PRESENTED. MEMBERS VOTED APPROVAL, 6-0.

PETITIONS & MEMORIALS

MR. W. WALK, MIDDLE AVE.: I would like to address Council on a parking issue in the 100 block of Middle Avenue that I have been working on the last couple of months. We always had a parking problem over there but in the last few months it has been getting worse since a new business move in on the street. What I am proposing here is that instead of parallel parking on the entire block of Middle Avenue that we try angle parking. I have drawn up some measurements of the entire street, from Patton Street to State Street, and we can probably fit a total of 32 cars in that block. This would include the handicap spots that exist and the fire hydrant that is in the middle of the block. There are more vehicles on the street now that the bakery has taken away parking by opening up the driveway to the old garage and using that parking for their business. I took some pictures on a Saturday morning, that I will pass around, and it shows that there is only one parking space left. I talked to some of the residents there about this and they all seem to be in agreement that more parking is needed over there. I have a drawing here where I marked up some spaces on both sides of the block including the section on Avenue U. I am asking the borough to look into this to see if there is enough roadway if there is angle parking. The roadway is 26 feet wide and with angle parking you can get 15 cars in the block. The other issue is that there is a handicap spot at the beginning of the block and at the stop sign the first two spots should be parallel. On the northern end of the street, closest to the hillside, there would be no parking on that side of the street.

MR. S. SHURGOT: Dave, from your experience what is the correct angle for parking.

MR. D. GILLILAND: there are three different ways you can do it. You can do it at 30,45 or 60 degrees.

MR. S. SHURGOT: if you do it at 45 degrees, what would be the length of the spot.

MR. D. GILLILAND: I don't know off the top of my head but I do have a chart in my office that says the curb length required for each angle spot, the depth of the spot and the required driveway behind it.

MR. W. WALK: I have information from PennDOT that says the minimum standard for parallel parking is 8 feet per space and the distance is 19 feet from the beginning of the curb. That basically is 45 degrees. What I am proposing for this street is 10 feet per space.

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MR. D. GILLILAND: the standard PennDOT width of a lane is 12 feet.

MR. W. WALK: I measured it out at 45 degrees, if you go to 60 degrees I don't know what it would be.

MR. D. GILLILAND: it would be smaller. We would have to measure and see.

MR. W. WALK: the other suggestion is that if we happen to do this there is no posted speed over there. I would suggest that the speed limit be dropped to 15 mph.

MR. J. THOMAS: how many spaces are you going to gain.

MR. W. WALK: I figure about 13 spaces.

MR. G. JAKUB: do you see that freeing up other spaces in the business area.

MR. W. WALK: during the day a lot of people go to work and there is not as many cars. The problem is in the evening and on weekends.

MR. S. SHURGOT: Mr. Maurizi, since you own a business over there, what are your thoughts on this.

MR. J. MAURIZI, MIDDLE AVE.: I like it, I don't see any drawback on this. Another thing, you guys mentioned that you may be able to get that lot over there for me.

MR. S. SHURGOT: there are two vacant lots over there and I am not sure who owns them. We are still looking into that.

MRS. T. HICKMAN, AIRBRAKE AVE.: when is the spring clean up scheduled.

MR. S. SHURGOT: we discussed it earlier in the workshop and it will come up later.

MRS. T. HICKMAN: are you going to have borough pick up for some of the larger items.

MR. S. SHURGOT: it doesn't look like we are going to do it because it hasn't been utilized. I think only one or two people called for a pick up.

MRS. T. HICKMAN: maybe if it was advertised early enough people would call.

MR. M. TRKULA: the majority of things that we would pick up the garbage men would pick up.

MR. J. THOMAS: that was all picked up on Friday and the clean up was on Saturday and Sunday.

MRS. T. HICKMAN: I had an elderly neighbor who asked if there would be pick up.

MR. S. SHURGOT: that is still under discussion. There was some thought that if they would pre-schedule it and then we can pick up accordingly. We haven't decided what we are going to do. We are looking at some time in May.

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MR. P. LIVERATTI, AIRBRAKE AVE.: do we have a code inspector yet.

MR. S. SHURGOT: no we do not.

MR. P. LIVERATTI: things are looking bad all over town. People are moving in and out and there is junk all over the place. What are you doing with the Airbrake Trail.

MR. S. SHURGOT: I think the Engineer is going to report on that.

MR. S. SHURGOT: one thing I forgot to mention was that with the new Open Records Act I want to remind everybody that the meeting is being tape recorded and that you are speaking on tape.

CORRESPONDENCE

1. received a request from the East Allegheny Athletic Association Competition Cheerleading to sponsor an the cheerleaders with an ad in their program book. The cost of an ad is \$50 to \$125 for a quarter page ad, \$150 to \$300 for a half page ad and a sponsorship plaque and \$325 for a full page ad and a sponsorship plaque.

S. SMITH / K. PETERSON TO DONATE THE SAME AMOUNT AS LAST YEAR, \$50. MEMBERS VOTED APPROVAL, 6-0.

2. received a request from the George Westinghouse Days Festival for our support for this years festival to be held from June 3rd to the 6th.

G. JAKUB / S. SMITH TO DONATE \$500 TO THE GEORGE WESTINGHOUSE DAYS FESTIVAL.

MR. M. TRKULA: I don't know if this would be the right time to bring it up, but last year they left the park thrashed. Do we want them to put up a security deposit or have them clean up the mess that is left. Last year the tent people left the zip ties all over the park and they can get in the riding mower. They burned the grass and left garbage. Those tent people come in and they can care less.

MS. S. SMITH: have we ever charged people for the use of the park or make them clean up afterwards.

MR. S. SHURGOT: the festival committee does have someone clean up each night.

MS. S. SMITH: when we give them their money can we ask them, just to refresh their memory, to leave the park the way they found it.

MR. M. TRKULA: if one of these ties gets sucked into the mower, then what.

MS. S. SMITH: just ask them to go over there and clean up after everyone has left. We can put that in a letter with their donation.

MR. M. TRKULA: shouldn't that be common sense.

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MS. K. PETERSON: it should be but sometimes they forget.

MS. S. SMITH: some things get overlooked.

MR. M. TRKULA: you have these gypsies coming into town and setting these tents up and they could care less.

MS. S. SMITH: I know they are always in a hurry because they have to go to their next event. I am just saying, that when we give them our donation to refresh their memory that they need to have someone go over and police the park the very next day.

MR. G. JAKUB: as Sandy said, if we create our own little check list and say please be responsible for your tent pegs, your this, your that and please do not dump hot charcoals on the grass. Just five or ten bullet items that they need to look for.

MR. S. SHURGOT: sometimes things get overlooked. I like the idea of a checklist. I think now that the borough employees know that it happens, maybe they should do a walk through before they cut the grass. I know it is not advantageous, but for safety reasons, we know that they leave things behind. Take five minutes and do a walk through and double check. I am sure it is not done on purpose.

MS. S. SMITH: absolutely, in their haste to get out of here to get to their next event. I agree with Mike that it does cause damage and people can get hurt with those things. I am just saying maybe they just need a friendly reminder and I think they will follow through.

MEMBERS VOTED APPROVAL TO DONATE \$500 TO THE GEORGE WESTINGHOUSE FESTIVAL, 6-0.

MR. S. SHURGOT: who is going to make out the check list.

G. JAKUB / S. SMITH TO COME UP WITH A CHECK LIST FOR THE USE OF THE PARK.

MR. S. SHURGOT: I would ask that since it is a recreational thing that the recreation committee draw up the check list along with public works.

MEMBERS VOTED APPROVAL FOR THE RECREATION AND PUBLIC WORKS COMMITTEES TO SUBMIT A CHECK LIST FOR THE USE OF THE PARK. MEMBERS VOTED APPROVAL, 6-0.

3. received a notice that the Police Pension Fund CD is due for renewal on April 10th.

J. THOMAS / M. TRKULA TO RENEW THE CD FOR SIX MONTHS. MEMBERS VOTED APPROVAL, 6-0.

4. received a notice from the Allegheny County Borough's Association on their May general membership meeting to be held on May 17, 2009 at PNC Park.

K. PETERSON / J. THOMAS TO RECEIVE AND FILE. MEMBERS VOTED APPROVAL, 6-0.

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COMMITTEE REPORTS

PUBLIC SAFETY - G. JAKUB: the ambulance responded to 37 calls for the month of March. The average response to emergency calls is 5.9 minutes and for non-emergency calls 7.85 minutes. The fire department answered 17 calls for the month of March with a total of 32 man hours and one in house training. They used a total of 70 gallons of diesel for the quarter and the combined mileage for all the vehicles for the month of March was 67 miles. The Fire Marshall and the Fire Chief will be inspecting properties this week that are in bad condition.

MR. S. SHURGOT: one of the things we learned at Seven Springs is that if you have ten fire fighters with fire fighting one you are eligible for a \$10,000 grant.

CHIEF J. COMUNALE: for the month of March the police responded to 278 police actions but there were 193 calls. Since the year 2000 when we became Justice Department Certified you had to keep track of your COPS (Community Orienting Policing) Program. What that is, is everything you do for the community outside of calls. This is checking the playgrounds, checking King's Way, the churches and the stuff we do on a routine basis. For March there were 32 citations and 6 parking tickets issued. From 1999 to the present I made two charts, one is the calls for service, with the removal of COPS activities, and the other one includes the COPS activities. You need to know that the one with the removal of the COPS activities are the actual calls. We have been noticing a little trend that seems to be more and more pit bulls coming into town. You may want to think about a dangerous dog ordinance. There is already a dangerous dog law in the state but it has to do with after the fact. I have an ordinance here from the City of McKeesport that deals with dangerous dogs.

MR. G. EVASHAVIK: does that legislate by breed. That is illegal in my opinion.

CHIEF J. COMUNALE: no, it does not.

MR. G. EVASHAVIK: I will take a look at it. I have seen ordinances where they set special rules and regulations for certain breeds. Those are illegal and it was challenged in court.

CHIEF J. COMUNALE: I don't see anything in this ordinance where it talks about a actual breed of a dog.

MR. G. JAKUB: do you have any information to give to the public regarding what is going on with the Police Department now.

CHIEF J. COMUNALE: everybody is working and everybody is paid up in full today. I don't anticipate any problems from now until the end of the year. We did lose some positions and hopefully the detective position will be reinstated in June when school is out. Also, the crime watch meeting is scheduled for April 15th at 7 p.m.

MS. S. SMITH: where does the dog position stand.

CHIEF J. COMUNALE: I don't know where we are at with that. We are supposed to pay the money back this month. I talked to the District Attorney's office and he said if we need more time we can wait a little longer.

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MR. G. JAKUB: we talked to District Attorney Zappala at Seven Springs about money for cameras in our community. He told us that he would send someone out here and physically go around the town with us to see where the best spots are to put up the cameras. It is better than a fifty percent chance that we are going to get these cameras.

CODE ENFORCEMENT - S. SHURGOT: even though we do not have a Code Enforcement Officer we have asked the citizens if they have concerns to call Amy at the code office. Amy has sent out five letters on some issues that were discussed last month. Our Fire Marshal is doing all occupancy permit and inspections at this time. Amy has collected \$6,457.62 in delinquent garbage as of March 31st. Twenty-four accounts are paid off, twenty-six accounts are making payments and nine letters were unclaimed.

PUBLIC WORKS - J. THOMAS: the department worked 245.5 hours for the month with a payroll cost of \$3,823.88. They drove the vehicles for 689 miles and the fuel cost was \$280.14 and used 20 gallons of diesel in the backhoe. The repair costs were \$518.72 and supplies for the road department totaled \$1,483.75. The backhoe was serviced, which we haven't done in the past few years and our riding mower was also serviced. We had some sewers cleaned today and we are trying to get more done as the vac truck becomes available. Also, some members of the audience questioned when we are going to have our spring clean up. We discussed that earlier and it would have been nice if we could have had it in conjunction with Earth Day, but we just didn't have the time to get the information out to the public. I have been in contact with a woman down at Allegheny Clean Ways and she has supplies set up for the borough for the town wide clean up on May 16th.

MR. G. JAKUB: Joe, do you think there is a possibility that we can get a third dumpster, even if it is a smaller one.

MR. J. HARTZELL: we get two dumpsters for free but we would probably have to pay for the extra one

MR. G. JAKUB: let me see what I can come up with. I think we need a third dumpster.

MR. M. TRKULA: John, can you find out for me why our dump truck was in Denny's parking lot on Friday March 27th around 3 p.m.

MR. J. THOMAS: they took the riding mower up to Norwin Rental for service. They might have stopped there on their way back.

COG REPORT- G. JAKUB: there will be a bid opening in May for the demolition. I have also been asked about the vactor truck that COG has. Because the gentleman who operated it died they are in the process of trying to replace him. Right now they are doing background checks on the applicants and it looks like it will be about six weeks before they have someone in place. North Versailles is our best solution at this point.

ENGINEER'S REPORT - D. GILLILAND:

1. PennDOT has not yet set a date for advertisement of the Safe Route to School Project.

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2. Bids were opened on January 28, 2009 for the Phase 2 of the Walking Trail. Council needs to decide if they want to proceed with this project as soon as possible to facilitate the spring planting of the grass and wildflowers for this project.

MR. J. THOMAS: I talked to the Street Foreman on what we can do. With the equipment we have to rent he said that he couldn't come close to what they are charging.

MR. D. GILLILAND: a lot of the labor is kind of a speciality labor and the biggest dollar figure is installing the fence and installing the asphalt.

MR. J. THOMAS: how long can we keep the money.

MR. D. GILLILAND: I am not sure when the grant runs out. I think we have some time on it.

MR. G. JAKUB: what was our cost, labor wise.

MR. D. GILLILAND: the total cost was \$33,000 and our cost for labor was \$20,000.

MR. J. THOMAS: it is a shame to give the money back. The funds are not there to do that project.

J. THOMAS / M. TRKULA TO CANCEL THE PROJECT AND RETURN THE GRANT.

MS. S. SMITH: can we get this money back sometime in the future.

MR. D. GILLILAND: you can always re-apply for a block grant.

MR. P. LIVERATTI, AIRBRAKE AVE.: can you just clear the area with the money you have.

MR. S. SHURGOT: the grant that we received was for materials. All the labor costs we would have to pay.

MS. S. SMITH: we can't rent a brush hog and have our guys do it.

MR. S. SHURGOT: we have an excellent guy on our street department that we have to let go because our other guy is back to work. It would be a good project for him to do.

MR. J. THOMAS: I talked to the foreman and he would have to rent all this stuff out. You are back to the same thing, you are paying this money out for labor and rental equipment.

MS. K. PETERSON: does any of our neighboring communities have this equipment that we can use.

MR. G. JAKUB: the problem is that it is not just one piece of equipment.

MS. K. PETERSON: how can it be \$20,000 when we have our own people work for us who can do a good part of that work.

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MR. G. JAKUB: a brush hog won't do it. You are going to need some type of backhoe to take things out.

MR. D. GILLILAND: I have a suggestion. There are two parts to the suggestion. One, we have a bid and the opening was January 28th. It is not realistic to let the contractor hang. My recommendation would be to reject the bid that was opened on January 28th. As far as the State Grant, I do not know when that expires, but it is often for a two year cycle that we have. Usually it is in June. If it this June then we would have to return the grant and re-apply. If it would be June 2010 then we could apply for a CD grant through the county for the labor part. The county would give you eighty-five percent grant and you would have to pick up fifteen percent of the cost for labor. I would suggest that you reject all the bids and table the motion to return the grant.

J. THOMAS / M. TRKULA TO RESCIND THE MOTION TO CANCEL THE PROJECT AND RETURN THE GRANT.

S. SMITH / K. PETERSON TO REJECT THE JANUARY 28TH BIDS. MEMBERS VOTED APPROVAL, 6-0.

MR. D. GILLILAND:

3. the Castle Landscaping Project is complete. Wilmerding Renewed has requested a change order to add repair of an inlet and some concrete work totaling \$1,075. Approval of this change order is recommended. Approval of the final invoice is also recommended.

K. PETERSON / S. SMITH TO APPROVE THE CHANGE ORDER AND FINAL INVOICE FOR THE CASTLE LANDSCAPING PROJECT. MEMBERS VOTED APPROVAL, 6-0.

4. the sewer repairs at 401 and 409 Orient Avenue have been completed.

5. we are still awaiting approval of the CD 35 Significant Sewer Deficiency Repair Grant using the stimulus money. We have indications that we have a very good chance of getting that approved. This would complete phase four and five of this project.

6. we have sent letters to the Allegheny County Health Department regarding broken sewers at 702 and 710 Middle Avenue. The Health Department has acknowledged receipt of those letters and pledged to follow through with the owners to accomplish the necessary repairs.

7. I inspected 409 Orient Avenue and issued a report on that structure. I would recommend that you submit it on your CD 36 demolition list.

8. we have received a quote to remove and dispose of the fuel in the tank at the Shaw Avenue garage. The quote is for \$777 from McCutcheon Enterprises.

MR. S. SHURGOT: what about the second part of that problem, refilling it with sand. Can our public works just pour the sand in.

MR. D. GILLILAND: yes.

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MR. J. THOMAS: does someone have to sign off on that.

MR. D. GILLILAND: I don't know.

MR. S. SHURGOT: I know a little bit about this. Don Glenn has talked to the lady at the EPA and I am sure we can get what we need.

MS. S. SMITH: does Jim Cortazzo have to have the site properly prepared and do we have a date when they are coming to do this so that Jim can have the site ready for removal.

MR. D. GILLILAND: you would have to reward the proposal. Once it is rewarded then we can let them know to contact Jim before they come out.

MR. G. JAKUB / J. THOMAS TO AWARD THE PROPOSAL FROM McCUTCHEON ENTERPRISES IN THE AMOUNT OF \$777 TO REMOVE AND DISPOSE OF THE FUEL TANK AT THE SHAW AVENUE GARAGE. MEMBERS VOTED APPROVAL, 6-0.

MR. G. JAKUB: have we had any response or letters from the gentleman at the end of Glenn Street.

MR. D. GILLILAND: I talked to Dave Miller about that because he also sent a letter. We are just waiting for the deadline to expire.

MR. J. THOMAS: Dave, did you get a call from Jim Cortazzo this afternoon about 400- 402 Middle Avenue about the porches falling down.

MR. M. TRKULA: he called the Fire Marshal on that.

SOLICITOR - G. EVASHAVIK: I prepared a legal memorandum on the Y property. There were questions about the responsibility that the borough had with regards to maintaining any part of the property, including the field. The borough has no responsibility to do so. In reviewing the deed, when it was conveyed to Wilmerding Borough from the East Allegheny School District. There is a provision in there that the buildings and property would revert back to the school if they are no longer being used for municipal purposes. If you don't want to own the property anymore you can always request that the school take it back.

There was also another memo from our office concerning a property assessment appeal for 210 Marguerite Avenue. We will attend the hearing unless Council advises us otherwise.

MR. M. TRKULA: if the people that owe us garbage and we take them to the Magistrate and they don't show up and we would win the case, can we levy their property for the costs.

MR. G. EVASHAVIK: first there would be an award in our favor, then we can reduce that to judgement at the Prothonotary's office, now we have a judgement on record. Once you have a judgement on record. Once you have a judgement you can try to execute on that judgement by trying to sell real estate or if they have a bank account. This is a long process and there are a lot of costs involved.

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MR. M. TRKULA: awhile back, Council had me, as Constable, serve distraint notices to the tenants of the owners who owed taxes. Can we do the same for garbage.

MR. G. EVASHAVIK: no, it is only available for delinquent real estate taxes.

FINANCE - J. THOMAS:

J. THOMAS / K. PETERSON TO PAY ALL THE APPROVED BILLS. MEMBERS VOTED APPROVAL, 6-0.

MR. J. THOMAS: our monthly income from the one percent sales tax is \$3,865.51, franchise fee is \$45.48, sewage is \$24,180.17, rubbish is \$22,617.04 and we received \$3,786.70 from delinquent taxes.

MS. S. SMITH: why is that so much for postage under Tax Collector.

MR. J. HARTZELL: that is for sending out the tax bills.

MS. S. SMITH: as the Tax Collector, shouldn't you be paying the postage.

MAYOR D. POMPOSELLI: when the Tax Collector was collecting a percentage they paid it. Now that he is on a set salary the borough pays it.

BOROUGH PROPERTY - M. TRKULA: public works cleaned the windows and screens and painted the Historical Room. We had one more leak in the boiler and it was repaired Monday.

MS. K. PETERSON: I was told only one wall was painted in the Historical Room.

MR. M. TRKULA: no, the entire room was painted. They painted one wall after they where done patching.

MR. S. SHURGOT: now that we beautified that room, is there a time that I, as a citizen, can come and look at it.

MR. M. TRKULA: I will check with the Historical Society.

RECREATION - S. SMITH: we are having our Easter Egg Hunt this Saturday and registration will take place at 10:30 a.m. in the park. Wall Borough is partnering with us this year and has donated funds for this event. We will also have a Family Movie Night on Sunday April 19th at 6:30 p.m. I distributed flyers at Green Valley Primary School and it will be held over at the school.

PLANNING - K. PETERSON: we are discussing the Russian Hill Project and building new homes or townhouses there. I don't think it is feasible to build there because of the access to that area. Theresa Hickman did agree with me at the meeting and I think we are finished discussing that idea. We received the Gateways Report which cost \$47,000 which was funded by the Heinz Foundation. I do not see anything coming from that report and it was very disappointing. Also, the Planning Committee would like to attend a marketing meeting and there is no money in the budget for them.

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MR. S. SHURGOT: just submit a request to us and we will take a look at it.

OLD BUSINESS

MR. G. JAKUB: we have been bantering back and forth about a flag for the park. We talked to Paul Costa and he supposed to be getting us that 5 x 8 flag.

MR. J. THOMAS: we received a 4 x 6 flag today from Congressman Doyle's office. He gave us a form to order a 5 x 8 flag.

MR. G. JAKUB: we also met with Westmoreland COG about the pick up. They already bid out specs for the trucks.

MR. S. SHURGOT: several council members, along with the Secretary, attended a community meeting in Pitcairn last month. Representative Markosek attended along with representatives from Trafford, Wall, East McKeesport and Turtle Creek. We talked about community sharing and there was an article in the Times Express about this. I mentioned about code enforcement and maybe we can share one. If anyone has any comments or suggestions please let me know and I will take it to our next meeting.

NEW BUSINESS

MR. S. SHURGOT: I got a call from a resident on George Street and I am referring this to public safety. With the parking problem on Card Avenue, George Street is getting the overload of cars parking there and taking away parking for the residents on George Street. They wanted to know if we could do the residential parking tags for that street. Also, I told Frank McCurry, when he was filling in on the street department, to work through the council meeting until we decide what his future is.

MS. S. SMITH: he is a very talented man and he has done a lot of improvements inside this building. If we look around we could find projects for him but the problem is can we incorporate that into our budget to have them do those projects.

MR. J. THOMAS: the summer workers that we hire, how much of that work can he do.

MR. M. TRKULA: three people can do way more than one person can.

MR. G. JAKUB: the biggest problem is to paint the curbs and crosswalks. The guy does do a good job and he has skills.

MR. S. SHURGOT: can we keep him on, with finance to see if it fits in our budget, and see if the street foreman has any projects that he can do.

MR. M. TRKULA: I can't see it financially.

MS. K. PETERSON: we can use him on a day to day basis, or as needed.

S. SMITH/ G. JAKUB TO KEEP FRANK McCURRY ON AS NEEDED BASIS. MEMBERS VOTED APPROVAL, 6-0.

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MRS. A. BRUCE, AIRBRAKE AVE.: you are painting the street, why do you paint the corners. Nobody is allowed to park on the corners anyway. Why would you paint the corners.

MS. S. SMITH: because people will park there.

MR. S. SHURGOT: Chief, is that part of the requirements that it has to be painted yellow.

CHIEF J. COMUNALE: It helps designate where you can properly park.

MR. G. JAKUB: we met with a gentleman up at Seven Springs who is basically involved with the Worker's Comp program. He showed us that we need to do a review of our worker's comp and we could possibly be paying forty percent more than we have to. We will talk with them to go over their program.

MR. J. THOMAS: with the new open records act there are six items that we need to adopt.

J. THOMAS / S. SMITH TO ADOPT THE JOB DESCRIPTION FOR THE OPEN RECORDS OFFICER, TO DESIGNATE JOSEPH HARTZELL AS THE OPEN RECORDS OFFICER AND AMY STITELY AS THE ASSISTANT OPEN RECORDS OFFICER, THAT ALL SPECIAL AND MONTHLY MEETINGS WILL BE TAPE RECORDED, THE COST FOR A NO LIEN LETTER WILL BE \$15.00, ALL COPIES FOR ANY RECORDS WILL BE 25 CENTS PER PAGE AND CERTIFICATION OF THE DOCUMENTS WILL BE \$5.00 AND ALL RECORDINGS OF COUNCIL MEETINGS WILL BE HELD UNTIL THE MINUTES ARE FORMALLY ADOPTED AT THE NEXT COUNCIL MEETING. MEMBERS VOTED APPROVAL, 6-0.

MAYOR'S COMMENTS - D. POMPOSELLI: I have no comments at this time.

Meeting adjourned at 9:07 p.m.