

# ***West Leechburg Borough Council Meeting***

## ***Agenda***

September 8, 2021

7:00 pm

Type of Meeting: Monthly Council Meeting held second Wednesday of each month at West Leechburg Borough Building located at 1015 Plazak St. West Leechburg, PA 15656.

Invitees: Council members, Secretary, Solicitor, Visitors

- I. Pledge of Allegiance
- II. Roll call
- III. Motion to accept meeting minutes from August Council meeting.
- IV. Motion to hear from visitors.
- V. Executive Session
- VI. Motion to return to regular meeting.
- VII. Mayor's Report
  - a) Police Report
  - b) All issues pertaining to policeMotion to accept Mayor's Report
- VIII. President's Report
  - a) Memorial bricks and donation of bench
  - b) Chickens on Bell Ave.
  - c) All issues pertaining to president's report.
- IX. Treasurer's Report
  - a) Account Balances ReadMotion to accept Treasurer's report.

X. Magistrate's Report

XI. Health Officer Report

XII. Secretary Report

- a) Update on bank accounts, credit card application, and computer system. Need Permission to release 2 years of financial records (tax returns) to the bank to start the process of getting credit cards for the borough.
- b) Budget worksheets
- c) Digital Insurance quotes
- d) Pennvest Money
- e) West Penn Power claim for police equipment

XIII. Communications

- a) Demo fund program – Due 10/31
- b) Cooperation Agreement Approved 7/15/2021
- c) Hoffman Kennels request to extend contract from January 2022 to December 2024
- d) Westmoreland Conservation District- 2021 Awards Reception
- e) Dirt, Gravel, Low Volume Road Program
- f) 2021 Annual Sale List- Tax Bureau

XIV. Tax Collector's Report

- a) Reading of tax collector's report
  - b) Reading of Berkheimer Report
- Motion to accept Tax Collector's Report

XV. Reading of the Bills

- a) Bills read (see attached page)

Motion to pay the bills.

XVI. Solicitor's Report

- a) Discussion and possible adoption of a Borough Technology Policy
- b) Final Introduction and vote on adoption of Codification Ordinance adopting the Code of Ordinances
- c) Confirmation of the garbage contract extension
- d) Code Officer authority in West Leechburg
- e) Any legal matters that need to be discussed by solicitor by council

XVII. Engineer's Report

- a) Approval of Retainage (only) Payment to Folino in the amount of \$3,164.84
- b) Circle Drive Open Bids (discussion about award)
- c) Formal Approval of McDermott Small Stormwater Management Plan
- d) Drainage Issues at the School Property
- e) CDGB Grant Application

XVIII. Zoning Report

- a) Read all building and zoning permits issued for August.

XIX. Finance Committee Report

- a) Discussion to schedule budget workshop meeting

XX. Sanitation Committee Report

- a) Main St. sinkhole repair
- b) Sewer backup complaint
- c) Garbage contract finalized- 1 year extension
- d) Clean-up day reminder
- e) Circle Drive Sewer Project
- f) West Leechburg ballfield drainage

- g) KVVPCA Penn Run pump station status report
- h) Utilities excavation permits

XXI. Street Committee Report

- a) Open bids and vote to purchase street sweeper
- b) Vote to reimburse Tim for his trip cost to see the street sweeper

XXII. Emergency Management Report

XXIII. Utilities Report

XXIV. Recreation Committee Report

- a) Discussions about the DCED Grant
- b) Welcome to West Leechburg Sign
- c) Halloween
- d) Christmas
- e) Donated bench for the memorial
- f) Possible dedication for the veteran's banners

XXV. Building Committee

- a) All issues that need to be discussed regarding the building committee.

XXVI. Unfinished Business

- a) Further discussion about Pandemic pay
- b) Appointing Representing Alle-Kiski Intergovernmental Council Meeting
- c) Secretary probationary period and compensation

XXVII. New Business

XXVIII. Executive Session

Motion to adjourn.

