

# TULLYTOWN BOROUGH COUNCIL MEETING

## February 2, 2022

President Mary Ann Gahagan called the meeting of the Tullytown Borough Council to order on Monday, February 2, 2022, at 7:00 p.m. followed by the Pledge of Allegiance.

Present at the meeting:

Mayor Cutchineal  
Councilman Pirolli  
Councilwoman Chrzanowski  
Councilman Saunders  
Councilman Czyzyk - absent  
Councilman Shellenberger  
Councilman Servis  
Councilwoman Gahagan

Also present:

Russ Sacco, Solicitor  
David Pearl, Fire Marshal  
Sean R. Torpey, Pennoni Associates, Borough Engineer  
Joe McPadden, Borough Treasurer  
Patricia Marks, Borough Secretary

Mrs. Chrzanowski made a motion to amend the agenda to consider the hiring of two (2) part time police officers, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for  
Mrs. Chrzanowski—for  
Mr. Shellenberger—for  
Mr. Saunders—for  
Mr. Servis—for  
Ms. Gahagan—for  
All of Council was in favor of the motion, the motion carried.

### **PUBLIC COMMENT**

Joe Manino, 286 Main Street, thanked Council for the new street lights on Main Street.

Kelli Donlan, 10 Lakeside Drive, as asked that Council work a little better together and share information and qualifications about the new people being hired. Please explain a little more why things have happened.

Mrs. Chrzanowski announced that she did get the incorrect pay this month and gave a check to Mr. McPadden for the difference.

## **COUNCIL MINUTES**

### **January 4, 2022 Council Organization Meeting**

Mr. Servis made a motion to approve the minutes of the January 4, 2022 Council Organization Meeting, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

### **January 4, 2022 Council Meeting**

Mr. Servis made a motion to approve the minutes of the January 4, 2022 Council Meeting, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

### **January 19, 2022 Special Council Meeting**

Mr. Servis made a motion to approve the minutes of the January 19, 2022 Special Council Meeting, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for  
Ms. Gahagan—for  
All of Council was in favor of the motion, the motion carried.

## **TREASURER'S REPORT MONTHLY BILLS**

Mr. McPadden advised that the Borough got a big reduction in the workers' compensation insurance of approximately \$40,000 and in addition, we are probably getting \$25,000 to \$30,000 back for overpayment for last year's payroll. Paul Pugielli of Brown and Brown, our insurance broker, provided a handout of the summary of the premiums and an overview. We are seeing significant reductions this year due to several factors, including reduction of payroll and lack of workers' compensation claims. Brown and Brown has been the with Borough for several years and they insure about 125 municipalities.

Mr. Shellenberger had questions concerning the monthly bills. He called SKD Tryons and they said bill was already paid. They said everything is up to date and nothing is owed. This bill should be removed. He also questioned the bill for New Horizon Landscape. Code Enforcement needs to send a letter to the homeowner at 36 Laurel Lane saying they owe \$3,600 for the cleanup of their property. If not paid, a lien will be put on the house. The Ordinance says code enforcement can send someone to clean up the property and bill the homeowner or put a lien on the property if they do not pay. This expense should be put in the 2021 budget because this goes back to May. Mrs. Chrzanowski advised that bills should be paid the day after bills are approved. The bill from Watch Guard for body cameras in the amount of \$8,821.75 should be put in the budget for 2021. The body cams were purchased last year. A proposal was received from Advanced Innovations for maintenance on the computers and the bill is past due. Mr. Shellenberger advised the company to send an invoice for the yearly maintenance fee.

Mr. Shellenberger made a motion to approve the bills in the amount of \$92,012.43 with the exception of SKD Tryons, move the \$3,600 bill from New Horizon Property Management and the \$8,821.75 bill for Watch Guard to the 2021 budget, and add the Advanced Innovations invoice in the amount of \$2,940, seconded by Mr. Saunders.

Roll call vote was taken:  
Mr. Pirolli—for  
Mrs. Chrzanowski—for  
Mr. Shellenberger—for  
Mr. Saunders—for  
Mr. Servis—for  
Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

**OTHER EXPENSES PAID IN JANUARY**

Mr. Shellenberger made a motion to approve the other expenses for January 2022 in the amount of \$172,170.82 seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

**RECONCILIATION STATEMENT**

Mr. Shellenberger made a motion to approve the Reconciliation Statement for January, 2022, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

**AUTHORIZE TRANSFER OF FUNDS VIA RESOLUTION #478**

Mr. Shellenberger made a motion to adopt Resolution #478, authorizing the transfer of \$200,000 from the investment firms to the General Fund, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

## **COMMUNICATIONS**

Mr. McPadden indicated that the Street Light Project is complete, and he had received an invoice from Armour Electric for \$93,000 for the installation of the new streetlights. He can use Liquid Fuels funds for \$65,000. \$30,000 will need to be paid from the General Fund due to the decorative nature of the streetlights in town. Mr. McPadden indicated that the expense was included in the 2022 budget.

## **GENERAL BUSINESS**

### **a. Adoption of 2022 Final Budget—Consideration**

Mrs. Chrzanowski had a question about the budget for uniforms for part time police officers that was lowered from \$5,000 to \$500. She also expressed concern about the amount of funds removed from the police budget.

Mr. Servis made a motion to adopt the 2022 Final Budget with an increase in part time police officers' uniform budget to \$2,500, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—against

Mrs. Chrzanowski—against

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

4 in favor, 2 against; the motion carried.

### **b. Resolution #472 Adopting 2022 Tax Levy**

Mr. Sacco advised that the tax resolution remains the same as the Resolution presented in December because the tax rate has not changed.

Mr. Servis made a motion to adopt the 2022 Tax Levy, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

**c. Heart and Lung Insurance Renewal—Consideration**

Mr. Pugielli explained that this policy is a companion policy is to the Workers' Compensation Policy at a cost of \$2,000/year. This policy covers paid police officers and paid firemen.

Mr. Servis made a motion to approve the renewal of the Heart and Lung Insurance, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

Mr. Servis made motion to approve Workers' Compensation Insurance coverage for the volunteer firemen, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

**d. Borough Insurance Renewals—Consideration**

Mrs. Chrzanowski made a motion to approve the borough insurance renewal with Brown and Brown, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

e. Request for Final Escrow Release-Waste Management Land Development—  
Consideration

Mr. Sacco advised that based on the engineer's certification of completion, Council should consider a motion to release the Bond in the amount of \$41,892.71.

Mr. Pirolli made a motion to approve the final release for the escrow and bond in the amount of for \$41,892.71 for the Waste Management Land Development, seconded by Mrs. Chrzanowski.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

### **COMMITTEE REPORTS**

There were no committee reports.

### **BOROUGH REPORTS**

### **MAYOR'S REPORT**

There will be a meeting tomorrow, Thursday, at 5 P.M. to organize a Memorial Day activity. Anyone interested in helping is invited to attend. The Mayor also congratulated the road crew for a great job during the snowstorm.

### **SOLICITOR'S REPORT**

Mr. Sacco advised that he is reporting on his research to appoint a special tax collector for 2022. He advised that in 2012 council passed an ordinance to clarify what the elected tax collector collects, what the special tax collector collects and what the collection fees are. The elected tax collector collects real estate and mercantile taxes. The special tax collector is appointed on a year-to-year basis and collects occupational privilege, business privilege and amusement vending taxes. The elected tax collector receives 6% of revenue for mercantile taxes collected. The special tax collector receives 10% of taxes collected. The Bond should be in favor of the Borough, and he recommends that the bond amount be the actual amount of the monies collected. The special tax collector needs to be bonded.

Mrs. Chrzanowski made a motion to have Mike Sidoti continue as tax collector for all taxes until Ron Lazeration gets bonded and any checks that come in under Mr. Sidoti's name, Mr. Sidoti will be paid for, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

### **COORDINATOR'S REPORT**

Mrs. Chrzanowski advised that Mr. Snyder's report indicated that the garage roof has several major issues and needs to be replaced. Mr. Shellenberger advised that there are several items on the report that need to be addressed. The Borough parking lot needs repairs this year, and we should come up with a list of the neediest repairs that should be done.

Regarding the engine failure on one of the trucks, Mr. Servis talked to Duke and Mark and the truck is worth repairing. It is a 2011 with low mileage and they use it for salting and the leaf program. They will buy the motor from McCafferty, have it installed, and the price will be around \$20,000.

Mrs. Chrzanowski made a motion to get bids for repairs on the garage roof, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

### **CHIEF'S REPORT**

Mr. Shellenberger made motion to hire Justin Brosky as a part time police officer pending all certifications, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for



Mr. Shellenberger—for  
Mr. Saunders—for  
Mr. Servis—for  
Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

Mr. Shellenberger made motion to hire Devon Gonzalez as a part time police officer pending all certifications, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for  
Mrs. Chrzanowski—for  
Mr. Shellenberger—for  
Mr. Saunders—for  
Mr. Servis—for  
Ms. Gahagan—for

All of Council was in favor of the motion, the motion carried.

#### **FIRE MARSHAL'S REPORT**

Council received a copy of his report.

#### **MISCELLANEOUS COUNCIL BUSINESS**

Mr. Shellenberger asked Mrs. Marks whether she has been able to obtain special hearing equipment for the meetings. Mrs. Marks replied that Whitaker Brothers would be out on Friday to look at the audio setup and decide on the type of equipment that would be required.

Mr. Saunders thanked the road crew for their fantastic work during the recent snowstorm. He stated that these guys hustle every day and do a great job for the Borough.

#### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Shellenberger to adjourn the meeting, seconded by Mr. Saunders.

All of Council was in favor of the motion; the motion carried. The meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Patricia Marks  
Borough Secretary