

**November 16, 2017**  
**COUNCIL MEETING**

Following the Pledge of Allegiance and a brief invocation, the Apollo Borough council meeting was called to order by Council President John Kautz at 7:00 PM in the Apollo Borough Municipal building council chambers.

Present: Council members John Kautz, Diane Bradshaw, Cindee Virostek, Ashley Stiffy, and Dylan Foster were present. Denny Gabrielli and Nancy Walker were absent. Solicitor Tim Miller was absent. Mayor Held was present.

**Public Comments:** Linda Steele addressed council regarding the vacant property ordinance and how it affects the buildings that she and John Steel own in Apollo borough. She would like council to give clarity on how each property to be inspected applies to the ordinance. Council will take this under consideration.

Stanley Mathews addressed council regarding the sewer fee he received on the lot he purchased from the repository. It was explained to him that all vacant properties, including empty lots, receive a quarterly half rate fee. He would like an exemption from the \$14 quarterly fee.

Kingdom Come Ministries provided a memo to council with an update on the status of the new Apollo tree, and other items which the borough greatly appreciates!

***Engineering Report:***

A motion was made by Cindee Virostek, and seconded by Dylan Foster, to pay Olsen invoices in the amount of \$2199.13 from the general fund, and \$5,905.97 grant match funds. Motion passed unanimously.

***Solicitor's Report:*** A motion was made by Cindee Virostek, and seconded by Ashley Stiffy, to pay the solicitor's invoices in the amount of \$1465.00. Motion passed unanimously.

***Approval of Minutes:*** A motion was made by Ashley Stiffy, and seconded by Diane Bradshaw, to approve the minutes from the meeting of 10/19/2017. Motion passed unanimously.

***Mayor's Report:***

A turkey dinner for Thanksgiving will be provided free of charge for anyone who needs a meal on November 18, 2017 from 2-4 PM at the Apollo Assembly of God.

***Borough Manager Report:*** The parking spaces on River Avenue that were previously permitted to HUD will be available for individual permits on January 1, 2018. A motion was made by Ashley Stiffy, and seconded by Diane Bradshaw, to lease all 11 spaces individually. Motion passed unanimously.

A letter was distributed to council regarding the parking spaces that were removed in front of the high rise. Council recognizes this may be an inconvenience for some individuals, but is an matter of public safety. This may be re-visited next year after the street widening project is completed on Railroad Avenue.

A lease with ComDoc was presented to council for a new Xerox C7030 copier at a rate of \$251.24 per month and .012 for black and .08 for color copies. A motion was made by Cindee Virostek, and seconded by Dylan Foster, to enter into the lease and have the borough manager sign the paperwork. Motion passed unanimously.

The 2018 appointment list was presented for council's consideration. There are open positions that need to be filled in 2018. A motion was made by Cindee Virostek, and seconded by Ashley Stiffy, to approve the appointment list as presented. Motion passed unanimously.

The fee schedule was reviewed, and there were no suggested changes for 2018. A motion was made by Cindee Virostek, and seconded by Dylan Foster, to approve the 2018 fee schedule as presented. Motion passed unanimously.

**Planning Committee Report**

Ashley Stiffy – Chairman

A canoe access grant was applied for up to \$4000.00 to meeting today’s deadline. There was further discussion on plans for a future building on the borough’s property. It was proposed that Morton Building be allowed to draw up plans in 2018 at a cost of \$5,000. There is no obligation with them to build, and the plans would be the property of Apollo Borough.

A motion was made by Cindee Virostek, and seconded by Ashley Stiffy to hire Morton to prepare the building design plans at a cost of up to \$5,000 in the 2018 budget. Motion passed unanimously.

**Public Works & Streets Committee Report:**

Nancy Walker – Chairman

The borough is still looking for a part time public works person. We have received a few applications and will be interviewing soon.

**Public Safety & Public Service Committee Report:**

Diane Bradshaw – Chairman

After discussion, a motion was made by Ashley Stiffy, and seconded by Diane Bradshaw to have the lion fountain that was donated by the Lions Club in Owens Grove put on the borough’s liability policy. Motion passed unanimously.

Diane informed council that the Lions were also discussing potentially purchasing a handicap swing for the Grove in a separate area near handicapped parking access.

**Property Committee Report:**

Denny Gabrielli – Chairman

The project sign has been installed in the park.

There was discussion about possibly needing more signs in the park regarding no dogs and no bikes. There are people walking their dogs on the new trail and dogs are not allowed anywhere in the park.

**Finance Committee Report**

John Kautz – Chairman

A motion was made by Diane Bradshaw, and seconded by Cindee Virostek, to advertise the proposed budget for 2018. Motion passed unanimously.

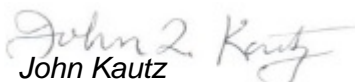
A motion was made by Cindee Virostek, and seconded by Ashley Stiffy, to advertise the 2018 Tax Ordinance. Motion passed unanimously.

Approval of items for payment as follows (MTD November 2017):

- Garbage Fund – \$17598.00
- General Fund (includes payroll) – \$46704.56
- Liquid Fuels Fund – \$3522.62
- Sewer Fund – \$2420.03
- Sewer Separation Fund - \$2,395.03
- Parking Fund – \$112.75
- Total – \$49,472.97**

A motion was made by Dylan Foster, and seconded by Diane Bradshaw, to pay all bills, including payroll. The motion passed unanimously.

A motion was made by Ashley Stiffy, and seconded by Cindee Virostek, to adjourn the meeting. Motion passed unanimously.

  
John Kautz  
Council President

  
Cynthia McDermott  
Borough Manager