

February 27, 2020
Apollo Borough
Council Meeting

Following the Pledge of Allegiance and a brief invocation, the Apollo Borough council meeting was called to order by Council President John Steele at 7:00 PM in the Owens Grove Soldiers and Sailors Hall.

Present: Council members John Steele, Mark Tarle, Nancy Walker, Jennifer Mullins, Chad Gradwell and Ashley Stiffy were present. The Engineer, Solicitor, Mayor and Secretary/Treasurer were present.

At 7:02 PM a motion was made by Chad Gradwell and seconded by Ashley Stiffy to come out of executive session from the January 23, 2020 meeting. Motion passed unanimously.

Public Comments:

EMS Director of Operations Hayden Geisweidt and Supervisor Christine Stasenکو of Oklahoma, Vandergrift and C&S Ambulance introduced themselves and would like to extend their services to the community. Office location: 171 Thorn Street, Apollo. Office phone: 724-568-3864

Stanley Mathews asked for an answer to whether or not he should be required to pay the sewer user fee of \$14/quarter on a vacant lot. Mr. Mathews said he is unable to build on the lot due to zoning issues so he feels he should not have to pay the fee. Council informed Mr. Mathews that the sewer user fee is mandatory for all properties with a sewer tap-in and he is required to pay.

Approval of Minutes: A motion was made by Jennifer Mullins and seconded by Chad Gradwell to approve the minutes from January 23, 2020 council meeting. Motion passed unanimously.

At the meeting, Councilwoman Nancy Walker asked what happened to the letters of interest of other candidates for the vacancy. Council President John Steele said the letters must not have arrived in a timely fashion. Per the secretary-treasurer they did not receive any other letters of interest for the open seat on council at the borough office other than Mr. Patrick Zelonka.

A motion was made by Mark Tarle and seconded by Jennifer Mullins to have Patrick Zelonka take the open seat on council after reviewing his letter of interest. Roll call vote: John Steele – yes; Ashley Stiffy – no; Nancy Walker – no; Jennifer Mullins – yes; Mark Tarle – yes; Chad Gradwell – no; Mayor – yes. Motion passed by majority.

Patrick Zelonda was sworn in by Mayor Virostek.

Oath of Office and Affidavit of Residency were notarized by Linda Steele.

Statement of Financial Interest completed by Patrick Zelonka and given to the secretary-treasurer.

Solicitor's Report: Solicitor Andreassi announced bank loan documentation completed and overnighted to Adelphoi, Inc. for the closing of the new borough building @ 809 N. Warren Avenue.

A motion was made by Chad Gradwell and seconded by Ashley Stiffy to pay Solicitor invoices. Motion passed by majority. New council member Patrick Zelonka abstained.

Engineering Report: A report was given by our Engineer including discussion of finishing landscaping for Greenway Grant and getting a contact for Kiski Twp. to discuss working with them on the MS4 Program.

A motion was made by Chad Gradwell and seconded by Jennifer Mullins to pay Olsen Craft Invoices. Motion passed by majority. New council member Patrick Zelonka abstained.

Secretary/Treasurer Report:

- Lions Club approval of Easter Egg Hunt in the Owens Grove Park on April 4th.
- American Legion approval on Poppy Day for May 8th. BZ Mart & Dollar Tree permit volunteers to pass out Poppies in front of their businesses. American Legion is also waiting on permission from Family Dollar.
- Apollo Free Methodist Church request waiver of fees to have a Community Easter Egg Hunt in the Soldiers & Sailors Hall and Owens Grove Park on April 11th.
- Treasurer's Report of Funds.

Council agreed unanimously to allow The American Legion to pass out Poppy's on May 8th in front of BZ Mart, Dollar Tree and Family Dollar with their permission.

A motion was made by Chad Gradwell and seconded by Nancy Walker to approve Lion's Club Easter Egg Hunt at the Owens Grove Park on April 4th. Motion passed unanimously.

A motion was made by Nancy Walker and seconded by Mark Tarle to waive the fees and approve Apollo Free Methodist Church Community Easter Egg Hunt at the Soldiers & Sailors Hall and Owens Grove Park. Motion passed unanimously.

Mayor's Report: A report was given by Mayor Virostek. Mayor Virostek added that she had attended the UCC Meeting on January 8th and advised there are no changes.

Personnel/HR Committee Report: John Steele – Chair

Public Works & Streets Committee Report: Nancy Walker - Chair

Discussion on salt usage and more storage. The borough is required to buy so much per year through COSTARS. We have an abundance left over due to a mild winter season and need to come up with a solution to store it.

Public Works monitoring Water Authority putting in new lines to ensure sewage lines are not damaged.

Public Safety & Public Service Committee Report: Ashley Stiffy - Chair

The Public Safety Committee along with the Apollo Borough police officers have interviewed two potential part time police officers to be put on the roster for emergency purposes and work one or two shifts a month if needed.

Discussion of the budget was debated and council was informed by the OIC that having the officers on the roster would not exceed the budget. The OIC also stated that the officers are familiar with the borough and would not require training.

Officer Baustert asked to address the chair and explained that they are only requesting to put these officers on the roster for additional help if needed. The officers that have been interviewed are experienced and have worked for the borough in the past. The borough is not mandated to give them hours/shifts by simply adding them to the roster.

A motion was made by Chad Gradwell and seconded by Ashley Stiffy to add Police Officers Danny Anthony and Steven Callipare to the police roster for emergency purposes consisting of 1-2 shifts a month on an as needed basis. Roll call vote: John Steele – no; Ashley Stiffy – yes; Nancy Walker – yes; Patrick Zelonka – abstained; Mark Tarle – yes; Jennifer Mullins – yes; Chad Gradwell – yes. Motion passed by majority.

Property & Planning Committee Report: Mark Tarle – Chair

Zoning Officer and Property & Planning Chair discussion of updating the Vacancy Ordinance to make it more user friendly. The list started with 104 properties. In 2018 there were 50 and now down to 41 in 2019. Once the Vacancy Ordinance is updated and adopted, there should be another 20 properties off the list. Updates to the ordinance will be specifically aiming for abandoned and vacant properties that are becoming or already are a public nuisance.

Buyer still interested in River Front property. Restrictions on the land and numbers are still being discussed.

Discussion of possibly purchasing a canvas cover with a concrete pad for \$5700 to store salt for snow removal.

Public Relations/Citizens Advisory Committee Report: Jennifer Mullins – Chair

Discussion about vendor applications for the upcoming Wheel Good Wednesday food trucks. Solicitor to review application. Wheel Good Wednesday will be a fundraiser for Apollo Borough & Historical Society to raise money to support future events.

Halloween Parade and Light Up Night/Christmas Parade dates discussed. Tentative dates to be October 24th and December 5th.

Laura Hawkins of Allegheny Ridge Group is working to connect the river towns to market the entire region as a tourist destination to use the trails and waterways. They are seeking a representative from Apollo Borough for help with feedback & suggestions in designing an interactive map for the Kiski Conemaugh Water Trail. This representative would also need to attend or host a meeting.

Discussion of possibly doing a Zombie Walk/Creep on the Numec site and Steel Town Shakedown since they lost their home and are looking for a new place to hold the car show. This would be used as a fundraiser for the borough and some local non-profits. The potential date for this event will be September 12th.

A motion was made by Nancy Walker and seconded by Mark Tarle to approve the Zombie Walk and Steel Town Shake Down events. Motion passed unanimously.

Finance Committee Report: John Steele – Chair

Finance Committee Report

Approval of items for payment as follows (1/22/2020 to 2/26/2020):

Garbage Fund – \$7,822.00

General Fund (includes payroll) – \$39,129.75

Liquid Fuels Fund – \$5,834.69

Sewer Fund – \$10,342.20


Sewer Separation Fund - \$2,395.03

Parking Fund – \$10,328.93

Total – \$75,852.60

A motion was made by Ashley Stiffy and seconded by Chad Gradwell to pay all bills including payroll. Roll call vote: John Steele – yes; Ashley Stiffy – yes; Nancy Walker – yes; Patrick Zelonka – abstained; Mark Tarle – yes; Jennifer Mullins – yes; Chad Gradwell – yes. Motion passed by majority.

At 8:37 PM a motion was made by Ashley Stiffy and seconded by Jennifer Mullins to adjourn the meeting and go into executive session to discuss personnel and property/planning. Motion passed unanimously.



John Steele
Council President



Deanna Shupe
Borough Secretary/Treasurer