

April 23, 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 on gotomeeting.com due to the COVID-19 stay-at-home mandate.

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

Public Comments:

At 7:05 PM a motion was made by Jennifer Mullins and seconded by Patrick Zelonka to come out of executive session from the February 27, 2020 meeting. Motion passed unanimously.

A motion was made by Jennifer Mullins and seconded by Mark Tarle to increase wages for part-time public works employee Madison Klingensmith from \$8.00 per hour to \$9.50 per hour. The \$1.50 per hour increase is to be paid retroactive from March 1, 2020. Part time hours consist of 28 hours a week as a public works laborer and 3 hours sub-contracted for office cleaning per week.

A motion was made by Mark Tarle and seconded by Patrick Zelonka to accept Ashley Stiffy's resignation from council. Motion passed unanimously.

A motion was made by Jennifer Mullins and seconded by Patrick Zelonka to accept Nancy Walker's resignation from council. Motion passed unanimously.

President John Steele opened nominations for Vice President due to the resignation of council member Ashley Stiffy.

Council member Patrick Zelonka nominated Mark Tarle to be Vice President. There were no other nominations for Vice President. Council members voted unanimously and elected Mark Tarle as Vice President of Council.

Approval of Minutes: A motion was made by Jennifer Mullins and seconded by Patrick Zelonka to approve the minutes from February 27, 2020 council meeting. Motion passed unanimously.

Old Business:

The selling of 2 Kimber 1911 handguns are to be sold to police officers David Romagnoli and Ronald Baustert. The selling of the handguns was voted on at the December 19th, 2013 meeting but the sell was never completed. On 4-9-2020, Schultz Sportsman Stop put a value of \$500 on one of the Kimber 1911 handguns.

The deed to the Steele property was never completed. It was supposed to be updated by the solicitor then signed and sealed by council. Once completed, it should be given to John Steele to have it recorded at the court house.

A motion was made by Mark Tarle and seconded by Patrick Zelonka to have the deed delivered to be recorded. Roll call vote: John Steele – abstained; Mark Tarle – yes; Patrick Zelonka – yes; Jennifer Mullins – yes. Motion passed by majority.

Solicitor's Report: Solicitor Andreassi working on finishing up appeals from several Right to Know Requests.

A motion was made by Patrick Zelonka and seconded by Mark Tarle to pay the solicitor invoices for March & April in the amount of \$9,061.00. Motion passed unanimously.

Engineering Report: A report was given by our Engineer.

A motion was made by Mark Tarle and seconded by Jennifer Mullins to pay Olsen Craft Invoices for March & April in the amount of \$10,370.65. Motion passed unanimously.

Secretary/Treasurer Report:

- Clean up days.
- Apollo Presbyterian Church/Pastor Lee with help of volunteers to clean up Owens Grove Walking Trail.
- Hazard Mitigation Plan Resolution.
- Treasurer's Report of Funds for March & April.

Clean up days delayed to second week in September due to COVID-19.

Council agreed unanimously to approve Apollo Presbyterian Church's offer to clean up the Owens Grove walking trail. Pastor Lee along with volunteers will do the clean up when the weather permits.

A motion was made by Patrick Zelonka and seconded by Jennifer Mullins to adopt the Armstrong County Hazard Mitigation Plan Resolution. Motion passed unanimously.

A motion was made by Patrick Zelonka and seconded by Mark Tarle to accept the treasurer's report for March & April. Motion passed unanimously.

Mayor's Report: A report was given by Mayor Virostek.
Expecting applicants for Leonard Miller Scholarship.

Personnel/HR Committee Report: John Steele – Chair

The committee is working on a Code of Conduct and Job Descriptions. Once completed a hard copy will be given to the solicitor for review.

Public Works & Streets Committee Report: - Chair

Public Works received pricing for a metal structure to hold extra salt for snow removal. Carolina Carport quoted \$7,500 to \$9,500 depending on the size chosen. The quoted price does not include the cement pad. Estimated price for a canvas cover with a concrete pad is \$5,700 and would not be worth the expense. Council member Mark Tarle contacted Stanfords on possibly renting a bay from them to store the salt. Stanfords declined the request.

Public Safety & Public Service Committee Report: Mark Tarle – Chair

Officer Romagnoli and Officer Baustert have offered to buy the Kimber hand guns in exchange for the purchase of new Taser guns. The Taser guns expire after 5 years and they are due for replacement.

Police officers employment status update. Apollo Borough has 1 full time officer (Ron Baustert), 1 part-time OIC (Dave Romagnoli) and 2 part-time officers (Danny Anthony) (Steven Callipare) who have been added to the roster for emergencies/additional coverage if needed. Additional coverage should be monitored according to the budget and shifts/hours will be decided by the Mayor and the OIC (Officer in Charge).

2008 Ford police car has been repaired.

Property & Planning Committee Report: Mark Tarle – Chair

Continuous complaints from residents regarding property at 900 N Warren Avenue.

A motion was made by Jennifer Mullins and seconded by Patrick Zelonka to declare 900 N. Warren Avenue a nuisance property.

A letter will be submitted and delivered by a borough police officer to the property owner of 900 N. Warren Avenue to inform them. The property owner will have 10 days to clean up the property and expose markers that divide the property lines.

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

Memorial Day Event has been cancelled due to COVID-19 but council will check with the fire company to see if they can display the wreaths in memory of Veterans and Fallen Heroes.

Monthly food truck was cancelled for May but there are still some vendors willing to participate in a call ahead or drive through order process.

Suggestions on donating a tree or something that can be placed in the Grove in memory of Dr. John Kautz.

Armstrong County Recycling Center would like to bring the bins back to Apollo but asked if they could be monitored better. Council all in favor of trying the recycling bins again.

Finance Committee Report: John Steele – Chair

Finance Committee Report

Approval of items for payment as follows (2/26/2020 to 4/16/2020):

Garbage Fund – \$15,754.70

General Fund (includes payroll) – \$57,420.71

Liquid Fuels Fund – \$8,895.86

Sewer Fund – \$14,057.96

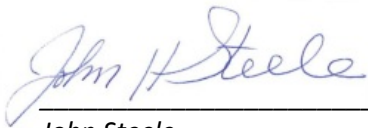
Sewer Separation Fund - \$4,790.06

Parking Fund – \$598.55

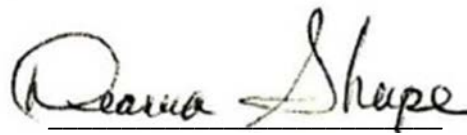
Total – \$101,517.84

A motion was made by Patrick Zelonka and seconded by Jennifer Mullins to pay all bills including payroll. Motion passed unanimously.

At 8:20 PM a motion was made by Mark Tarle and seconded by Patrick Zelonka 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