

**TYRONE BOROUGH COUNCIL  
MINUTES OF REGULAR COUNCIL MEETING  
NOVEMBER 14, 2022 @ 7:00PM**

=====

The Regular Monthly Meeting of the Tyrone Borough Council was held on Monday, November 14, 2022 @ 7:00PM at the Tyrone Borough Municipal Building, 1100 Logan Avenue, Tyrone, PA. Pastor Ken Patterson, Bible Baptist Church, gave the Invocation and Mayor Latchford led the group in the Pledge of the Allegiance.

**CALL TO ORDER:**

Mayor Latchford called the meeting to order and requested roll call. Present: Council members David Snyder, Ken Patterson, Sarah Hunter, Robert Dollar, Charles Mills, Rob Poust and Mayor Latchford. Absent: Council member William Wiser.

Also, present were Borough Manager Ardean Latchford; Solicitor Dan Stants; Sewer Superintendent Jason Harris; Highway Superintendent Jim Bywater; Code Enforcement Officer Marvin Frazell; Consulting Engineer Steve Siegfried; Chief of Police Jessica Walk and Administrative Assistant Kimberly Gurekovich.

**PUBLIC COMMENT:**

**Trina Illig, Grant Coordinator, Blair County CDBG**

Trina Illig was present at the meeting to present a budget modification for the Borough's CDBG funding. This activity was advertised, and Mrs. Illig is asking for approval of the Resolution that will be presented by Solicitor Stants. FY2020 had included \$10,000 for the Tyrone-Snyder public library to remove barriers to allow for automated doors. Due to circumstances beyond their control, this activity did not happen. Those funds in the amount of \$10,000 are being returned to Owner-Occupied Housing Rehab. FY2021 contained \$26,886 for demolition of blight properties (822-824 Washington Avenue). This did not happen in 2021. Those funds are being returned to Owner Occupied Housing Rehab.

Mr. Jay Young asked Mrs. Illig when she expects this building to be demolished. Mrs. Illig advised they have two additional conditions to meet; (1) a pest control inspection and (2) reclamation of any historical items that may be in the structure that could be saved. Mr. Young further advised that firefighters have been instructed not to enter that building should a fire occur there.

Rhonda Hollen asked if because the house beside it recently caught fire if that could be included also. Borough Manager advised her, that is a separate issue; it was noted that homeowner is awaiting his insurance company.

**Minutes – Regular Council Meeting  
November 14, 2022  
Page Two (2)**

**David & Jessica Brenneman – Borough Property Owners**

Mr. & Mrs. Brenneman were present to address Council regarding the recent discussions of commercial/residential inspections. They stated they love Tyrone and what we are doing here. They brought up several issues with the rental inspections: (1) Who will be doing them? They do not feel the Borough's current Code Official should do the inspections because he also has rental properties in the Borough. (2) If this is being done for safety why not inspect all homes and not just rented units; and (3) there needs to be limits. Mrs. Brenneman stated they chose Tyrone because the cost of living and rental costs are more affordable. She feels other avenues could be taken such as work to the Borough's infrastructure to ensure safety. Another idea was to educate people on the safety issues the Borough is planning on inspecting.

**Rick Emigh, 508 4<sup>th</sup> Street**

Mr. Emigh was present to address Council regarding the recent discussions of commercial/residential inspections. Mr. Emigh stated that he has had rentals in Tyrone since 1989 and he is in favor of safety; however, feels that with what he has heard of the proposed program, the Borough will be holding rentals to a higher standard than that of owner occupied dwellings. Mr. Emigh referenced an article in the Altoona Mirror where the Borough would be inspecting handrails, electrical, toilets, etc. Mr. Emigh feels this is government overreach. Mr. Emigh stated that statistically Tyrone has more low-moderate income housing per capita than any city in the State of Pennsylvania. Mr. Emigh does not like to see properties being taken down due to property owners not taking care of their properties. This hurts the tax base for the entire Borough and feels Tyrone is not a big enough community to recover from housing units being taken down. Any fees charge for this inspection process will have to be passed on to the tenants. Mr. Emigh also stated of this program is to start in January, 2023, there is no way he could have all his properties up to inspection standards by then.

**Jim Burket, 1548 Decker Hollow Road**

Mr. Jim Burket inquired if these inspections will include housing units across from the Paper Mill and behind Burger King. Mr. Burket stated he also has several rentals and cannot afford to take on more charges. Mr. Burket also stated allowing our current Code Official to do these inspections is a clear conflict of interest due to him owning several rentals in the Borough.

There was no further public comment.

**Minutes – Regular Council Meeting  
November 14, 2022  
Page Three (3)**

**APPROVAL OF MINUTES**

It was moved and seconded the Minutes of the October 10, 2022 Council meeting be approved. A roll call vote was taken. Ayes: Council members Hunter, Mills, Patterson, Poust, Snyder and Mayor Latchford. Council member Bob Dollar abstained from voting. The motion carried.

**APPROVAL OF MONTHLY FINANCIAL REPORTS**

It was moved and seconded the financial reports for the monthly accounting period ending October 31, 2022, be approved: (1) The Account Balance Report; (2) Statement of Revenues and Expenses; and (3) Cash Disbursement Journal. A roll call vote was taken. Ayes: Council members Hunter, Mills, Patterson, Poust, Snyder and Mayor Latchford. Council member Bob Dollar abstained. The motion carried.

**BOROUGH MANAGER’S MONTHLY REPORT**

**Resignation of Fire Marshall**

The Borough is in receipt of a resignation letter from current Fire Marshall Austin Lynn, effective October 19, 2022. It was moved and seconded that Council accept this resignation. Council unanimously approved the motion. Borough staff will be seeking qualified candidates for possible appointment at the December meeting.

**AFP #1 – Sink Run Reservoir No. 2 Improvement Project**

The Borough is in receipt of Application for Payment No. 1 for the Sink Run Reservoir No. 2 Improvement project. This AFP has been reviewed by GHD and they recommend authorization of payment in the amount of \$ 198,675. It was moved and seconded that Council approve this Application for Payment. Council unanimously approved said motion.

**Motion To Award Bid for Lime - WWTP**

The Borough accepted bids for Lime for the Wastewater Treatment plant on November 3, 2022. One bid was received from Graymont of Bellefonte, PA in the amount of \$197.27/ton. The previous price was \$183.40/ton. It was moved and seconded that Council award this bid to the sole bidder, Graymont. Council unanimously approved said motion.

**Minutes – Regular Council Meeting  
November 14, 2022  
Page Four (4)**

**Parking Meter Decorating Contest For Christmas**

Council was provided with information regarding the parking meter decorating contest. Decorating will take place November 19-27, voting Nov 28-Dec 1; meters are to be undecorated by January 8<sup>th</sup>. Since this is outside the Borough's normal "free parking" schedule, a motion of Council is needed to approve free parking from November 19-January 8. It was moved and seconded that Council approve free meter parking, November 19-January 8. Council unanimously approved said motion.

**Discussion/Approval - 2023 Proposed Budget**

Borough Council was provided with the 2023 Proposed Budget information.

The 2023 budgets were prepared using a conservative approach towards revenue and expenses, and where possible, includes some funds to cover unforeseen expenses. A 3% wage increase for both Uniformed and Non-Uniformed employees is reflected pursuant to the current Collective Bargaining Agreements.

The General Operating Fund has been balanced for 2023 by using a prior year surplus of \$614,339. This includes a \$185,000 transfer to the Capital Expenditure Fund to cover projected capital requirements as related to the General Fund Departments over the next ten years. Given the current trend of increased costs, our plan is to implement a 2-mil tax increase over the next four years. For 2023, 2024, 2025, and 2026, there will be a ½ mil increase. For Tyrone Borough, a ½ mil tax rate increase equates to an additional \$65 a year for the average homeowner.

The Water Operating Fund has been balanced for 2023. We are planning to transfer prior year surpluses to the Water Capital Fund totaling, \$478,390 to cover projected capital requirements over the next ten years, and current year debt service. Water Rates will remain the same for 2023 and will be continually monitored.

The Sewer Operating Fund has also been balanced for 2023. We are planning to transfer \$593,000 to the Sewer Capital Fund to cover projected capital requirements over the next ten years. We continue to work diligently on a plan to remedy increased costs at the sewer plant along with other variables that could substantially impact sewer operations. We will be monitoring the sewer system closely with our engineers and sewer rate consultant.

It was moved and seconded Council approve the 2023 proposed budget and advertise it for the required 10-day public inspection. Council unanimously approved said motion.

**Borough Manager's Monthly Report**  
**November 14, 2022**  
**Page Five (5)**

It was noted that Council hasn't had a tax increase since 2017. Councilmember Snyder stated that in the 5 or 6 years that he has been part of the Budget process, there has not been a tax increase. He lauded Borough department heads and staff for that.

**DISCUSSION – COMMERCIAL INSPECTIONS**

Council has had previous discussions regarding commercial inspections. In an attempt to put finishing touches on this inspection process we need to narrow it down. We have put together some bullet points of previous discussions with Council and some the staff has discussed. These are all open for Council discussion. As we move forward, please keep these definitions in mind:

**Commercial Rentals** = any dwelling with 4 or more residential units

**Residential Rentals** = anything non-owner occupied

Borough Manager Latchford reminded Council that talk of these inspections started 2-3 years ago in an effort to increase the Borough ISO rating. This rating has an effect on the homeowner's insurance for our Borough residents. Since then, the Borough has also put in miles of new water lines and fire hydrants, this too will have a positive effect on the rating. Councilmember Dollar shared statistics that he received from the fire companies regarding fires in the Borough and Snyder township over the last 5 years. Mr. Dollar found that 80% of the fire calls were outside of the Borough and feels the Borough *does* need some type of inspection but not as intrusive as this has grown. Mr. Dollar is opposed to residential inspections and stated we cannot control the "human factor". If we are checking electrical, that person must be certified; liability lies on the Borough if something happens after we have done our inspection. Council member Hunter wants to see residential inspected for safety reasons. Councilmember Patterson is opposed to the residential inspections and feels that taxpayer dollars should not go towards paying an employee to inspect something the property owner should be taking care of in the first place.

Mrs. Brenneman, a landlord, suggested the Borough spend resources for educating people or suggested grant funds for fixing old buildings, i.e. knob and tube wiring, etc

With the landlords bringing other concerns to Council's attention, Council member Patterson asked for more time to review this process. Council members Dollar and Snyder also requested more time to review this. Council member Poust suggested a Special Meeting for this topic alone. Council will hold a special meeting on January 23, 2023 @ 6pm.

**Minutes – Regular Council Meeting**  
**November 14, 2022**  
**Page Six (6)**

**SOLICITOR’S RERORT:** The Solicitor had the following to report:

**Resolution No. 2022-10 – CDBG Budget Modifications**

It was moved and seconded that Council approve Resolution No. 2022-10 making budget modifications to the CDBG program FY2020 and FY2021 as discussed earlier in the meeting. Council unanimously approved said motion.

**CONSULTING ENGINEER:** Council was in receipt of Rettew’s Engineering Report.

**CODE ENFORCEMENT:** Council was in receipt of Mr. Frazell’s report.

**POLICE DEPARTMENT:** Council was in receipt of Chief Walk’s report. Chief Walk was in receipt of a request for a private handicap parking space at 2119 Lincoln Avenue. This has been reviewed by the police department and they are recommending approval of this request. It was moved and seconded that Council approve this private handicap parking space. Council unanimously approved said motion.

**SEWER DEPARTMENT:** Council was in receipt of Mr. Harris’s monthly report.

**WATER DEPARTMENT:** Council was in receipt of Mr. Ashcroft’s monthly report.

**HIGHWAY DEPARTMENT:** Council was in receipt of Mr. Bywater’s report.

**EMA Director**

EMA Director Jay Young again asked Council to consider making Lincoln Avenue from 10<sup>th</sup> Street to 14<sup>th</sup> Street one way. Mr. Young advised he had recently met with the fire chiefs and they are in favor of making this change. Highway Superintendent Jim Bywater advised that when shifting traffic such as being suggested, the streets closest to this must have the capability of handling the excess traffic. Mr. Bywater doesn’t feel that Cameron Avenue or that portion of Washington Avenue has that capability. The Consulting Engineer was asked to obtain a cost for performing a traffic study in this area. Chief of Police advised this will not be feasible for police or AMED and is opposed to this.

**MISCELLANEOUS:**

Mayor Latchford was in receipt of a complaint regarding traffic speeding at Clay Avenue and 13<sup>th</sup> and 14<sup>th</sup> Streets during school mornings and dismissals. Chief Walk advised they will do what they can however their call volume is 100 calls more at this time of the

**Borough Manager's Monthly Report**  
**November 14, 2022**  
**Page Seven (7)**

year than all last year and they are short staffed.

The Meeting Adjourned at 8:20pm.

Respectfully Submitted,

Ardean C. Latchford/kdg  
Borough Manager