

**TYRONE BOROUGH COUNCIL
MINUTES OF REGULAR COUNCIL MEETING**

NOVEMBER 9, 2020 @ 7:00PM

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The Regular Monthly Council Meeting of the Tyrone Borough Council was held on Monday, November 9, 2020 @ 7:00PM at the Tyrone Borough Municipal Building, 1100 Logan Avenue, Tyrone, PA. Pastor Eric Shaffer, Church of the Good Shepherd, gave the Invocation and Mayor Latchford led the group in the Pledge of Allegiance.

CALL TO ORDER:

Mayor Latchford called the meeting to order and requested roll call. Present: Council members Robert Dollar, Charlie Mills, Ken Patterson, David Snyder, Tammy Wills, William Wisser and Mayor Latchford. Absent: Council Member Sarah Jane Miller. Also present were Borough Manager Ardean Latchford; Solicitor Dan Stants; Consulting Engineer Kevin Nester; Chief of Police John Romeo; Water Superintendent Michael Ashcroft; Sewer Superintendent Jason Harris; Highway Superintendent James Bywater; Code Enforcement Officer Marvin Frazell; and Administrative Assistant Kimberly Gurekovich.

PUBLIC COMMENT:

Ann Osborn, Food Truck Market

Ms. Osborn was present to request to Borough's assistance in establishing a Food Truck Market in the Borough. Some of the areas she suggested are corner of 10th & PA Avenue; Reservoir Park; VFW Lot; and Railroad Park. They are looking for a flat lot that would preferably be owned by the Borough for maintenance purposes. They are also asking for electric, sewer and water hookups. Ms. Osborn has advised they have established one of these in Huntingdon and they have it set up like an RV Park.

Council inquired as to if she spoke with Reclmere to continue this on their lot. Council member Snyder also asked if they had considered re-igniting the Main Street Manager position to take care of this type of activity.

Mayor and Borough Manager both advised the Food Truck Market is asking the Borough to subsidize their businesses with taxpayer dollars and the Borough cannot do that. Ms. Osborn left Council with a packet of information to review.

Food trucks will again be in Tyrone on December 5th.

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APPROVAL OF MINUTES

It was moved and seconded the October 12, 2020 Minutes of the Regular Council Meeting be approved. Council unanimously approved said motion.

APPROVAL OF MONTHLY FINANCIAL REPORTS

It was moved and seconded the financial reports for the monthly accounting period ending October 31, 2020 be approved: (1) The Account Balance Report; (2) Statement of Revenues and Expenses; and (3) Cash Disbursement Journal. Council unanimously approved said motion.

BOROUGH MANAGER'S MONTHLY REPORT

There was no Manager's report due to budget preparation.

SOLICITOR'S REPORT: The Solicitor had nothing to report.

CONSULTING ENGINEER: Council was in receipt of Mr. Nester's report.

9th Street Pedestrian Bridge Rehabilitation

Council was in receipt of Application for Payment No. 1 in the amount of \$84,937.45. This payment request has been reviewed by GHD and they recommend approval. It was moved and seconded that Council approve Application for Payment No. 2 in the above stated amount. Council unanimously approved said motion.

Water System Improvements- Application for Payment No. 2

Council was in receipt of Application for Payment No. 2 for the Water System Improvement project from Contractor, Glenn Johnston, Inc. This payment application has been reviewed by GHD and we recommend the Borough approve Payment No. 2 in the amount of \$492,456.48. (this amount is to be reduced by \$5,950.86 for PennDOT Inspection services for work done within the PennDOT right of way) Mr. Nester has previously forwarded this amount to PennVEST for reimbursement. It was moved and seconded that Council approve Application for Payment No. 2. Council unanimously approved said motion.

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

POLICE DEPARTMENT: Council was in receipt of Chief Romeo's report.

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.

MISCELLANEOUS

- The Veteran's Day parade will be Wednesday, November 11 at 2pm.
- Mayor Latchford advised some of the portable skateboard park was placed in the pool parking lot over the weekend. There were approximately 22 people, ages 6-45 enjoying the equipment. Mayor said the noise level was next to nothing and was very well received.

2021 Proposed Budget Discussion

The 2021 budgets were prepared using a conservative approach towards revenue and expenses, and where possible, includes some funds to cover unforeseen expenses. A 2% wage increase for Non-Uniformed employees and a 2.5% wage increase for Uniformed employees pursuant to the current Collective Bargaining Agreements are reflected.

The General Operating Fund has been balanced for 2021 by using a prior year surplus of \$383,592. This includes a \$160,000 transfer to the Capital Expenditure Fund to cover projected capital requirements as related to the General Fund Departments over the next ten years. *There will not be a real estate tax increase for 2021.*

The Water Operating Fund has also been balanced for 2021. This includes a \$200,000 transfer to the Water Capital Fund to cover projected capital requirements over the next ten years, as well as a \$148,000 transfer to the Water Debt Service Fund to cover future loan payments. Water Rates will remain the same for 2021.

The Sewer Operating Fund has also been balanced for 2021, by using the \$500,000 of the rate stabilization reserve that was set aside in 2019, accompanied by \$26,514 for prior year surplus. This includes a \$593,000 transfer to the Sewer Capital Fund to cover projected capital requirements over the next ten years. We are anticipating a considerable increase to our sludge disposal costs, and we are working diligently on a

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plan to remedy this 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.

As a reminder, a budget is based on estimates driven by current, historical and projected information. We do our best to reasonably account for the known and unknown circumstances. As the year progresses, we monitor the financial activity.

The Borough Manager had previously met with individual Council members to answer any questions they may have. A few additional questions were asked, and it was then moved and seconded to place the 2021 Proposed Budget open for public review. Council unanimously approved said motion.

The Mayor and Council members thanked the Borough staff for their due diligence in preparing this budget.

The Meeting Adjourned at 7:45pm.

Respectfully Submitted,

Ardean C. Latchford/kdg
Borough Manager