

**MINUTES  
BROOKHAVEN BOROUGH COUNCIL WORKSHOP SPECIAL MEETING  
MONDAY, DECEMBER 17, 2018**

At 7:00 PM Council President Vawn Donaway called the regularly scheduled Workshop Special Meeting of Brookhaven Borough Council to Order. Mr. Donaway led in the Pledge of Allegiance to the American Flag.

The record shows the meeting was held in Council Chambers at the Brookhaven Municipal Center, 2 Cambridge Road, Brookhaven, PA 19015 and the following people were seated at the Council Table. Councilpersons Mr. Donaway, Ms. Sawicki, Mr. Heller, Mr. LaPera, Mrs. Fooks, Mayor Hess, Ms. Leslie, Mr. Pappas, Borough Engineer, Mrs. Mulvena and Solicitor Stone. *(Mrs. Joan Boyle, Brookhaven Planning Commission Secretary, recorded the minutes).*

**ADOPTION OF 2019 BUDGET – MS. SAWICKI**

Ms. Sawicki made a motion to approve the December bills and to pay all the outstanding bills by the end of December. Mr. Heller seconded the motion. The motion was unanimous.

Ms. Sawicki said we have to Adopt the Budget and General Fund and to adopt the Ordinances that adopt the mileages and fees. Ms. Sawicki made a motion to adopt the General Fund for 2019. Ms. Leslie seconded the motion. The motion was unanimous.

Ms. Sawicki asked for a motion to approve the Road Fund for 2019. Mrs. Fooks made the motion and Mr. Heller seconded the motion. The motion was unanimous.

Ms. Sawicki asked for a motion to approve the Sewer Fund for 2019. Mr. Heller seconded the motion. The motion was unanimous.

Ms. Sawicki made a motion to adopt the Trash Fund Budget for 2019. Ms. Leslie seconded the motion. The motion was unanimous.

Ms. Sawicki said that since the Budgets have been approved we have to adopt the General Fund Ordinance for 2019 tax mileage of 4.85 mils. Ms. Sawicki made the motion to adopt and Ms. Leslie seconded the motion. The motion was unanimous.

The Second Ordinance is to establish User Fees for the Sewer Zones. There are five zones in Brookhaven. Zone 1 is this side of Edgmont Avenue. Zone 2 is for the eight houses on W. Forestview Road. Zone 3 is in this precinct. Zone 4 is for residents in the Sewer Plant. Zone 5 is Traditions and Hilltop. Ms. Sawicki made a motion to adopt the Sewer User Fees. Mr. Heller seconded the motion. The motion was unanimous.

The Third Ordinance is to establish the User Fees for Trash Fees for 2019. The Trash Fee for next year is \$223. Ms. Sawicki made a motion to adopt the Trash Fees for 2019. Ms. Leslie seconded the motion. The motion was unanimous.

Ms. Sawicki said that our Road Fund that is funded by an annual Harrisburg distribution which is estimated to be \$229,000 for 2019.

Ms. Sawicki said we have to Adopt Resolutions. The first Resolution is for payment upon receipt for automatically for our Insurance Bills, PECO bills, DELCORA, Health Care and bills of that nature. Ms. Sawicki made a motion to adopt this Resolution and Mr. Heller seconded it. The motion was unanimous.

The next Resolution is the Employee Salaries for 2019. The motion was made by Ms. Sawicki and Ms. Leslie seconded it. The motion was unanimous.

The next Resolution was for the trash rebate for senior citizens for 2019 trash fees. Any senior citizen eligible can complete the Rebate Form. Ms. Sawicki made the motion and Mrs. Fooks seconded the motion. The motion was unanimous.

The last Resolution is naming Bryn Mawr Trust as the 2019 Depository for Brookhaven Borough Funds. Ms. Sawicki made a motion and Mrs. Fooks seconded the motion. The motion was unanimous.

Ms. Sawicki made a motion to advertise Borough meeting dates for 2019 so the Solicitor can advertise them. Mr. Heller seconded the motion. The motion was unanimous.

Ms. Sawicki said that Mr. Donaway, Mrs. McDade and she have been meeting with the Labor Lawyer regarding the severance package for the ex Chief of Police. Ms. Sawicki said that they want to have it resolved by the end of the year. Ms. Sawicki asked for a motion this evening to approve the package. Mr. Donaway said that he would prefer to wait until January to approve this. Some of the Council members expressed concern about approving the package without knowing the final numbers. Mr. Donaway said that Ms. Sawicki would inform all the Council members of the final package before it is given to him. There was much discussion about this. It was decided that this would be tabled until the January 7<sup>th</sup> meeting when we have the final numbers.

Mr. Donaway thanked Ms. Sawicki for all the hours she has spent finalizing the budget. He said that this has been a tough budget. Mr. Donaway also thanked Mrs. McDade for all her work on the budget.

#### ENGINEER'S REPORT

Mrs. Mulvena reported that she received a letter that the camera needed (for sewer underground inspections) has been delayed again. We are pulling deeds from Hilltop regarding the property on Cooper Road. Mrs. Mulvena said it might have to come down to doing a Title Search on the property. We will wait until the January meeting to make a decision.

#### PLANNING COMMISSION LIAISON, CONDO ASSOCIATION CHAIR, MEMBER FIRE COMMITTEE AND MEMBER HISTORICAL COMMITTEE – MR. PAPPAS

Mr. Pappas reported that there is no Planning Commission Meeting scheduled for December. He had no further report.

**MAYOR'S REPORT**

Mayor Hess had no report but he wanted to thank Ms. Sawicki for doing such a good job on the budget. He said that we have been fortunate for the last nine years to not have a tax increase. This says a lot about this administration and the previous administrations. He wanted to congratulate all of the Council members for reviewing their budget and to see where cuts could be made. He said he appreciated all the support from Council and wanted to wish everyone a Merry Christmas.

**CHAIR EMERGENCY MANAGEMENT ADMINISTRATION, CHAIR RECYCLING/TRASH COMMITTEE, CHAIR FIRE COMMITTEE, CHAIR VETERANS' COMMITTEE AND CHAIR POLICE COMMITTEE – MS. LESLIE**

Ms. Leslie had no reported but wanted to wish everyone a Merry Christmas and a Happy New Year.

**SOLICITOR REPORT**

Mr. Stone had no report but wanted to wish everyone a Merry Christmas.

Mr. Donaway wanted to thank Mrs. Boyle for stepping up this year and filling in for Mrs. McKinley.

Mrs. Boyle thanked Mr. Donaway for his kind remarks and said she was happy to do it. She wished everyone a Merry Christmas and Happy Holidays.

**BUSINESS AND REVITALIZATION COORDINATOR, CHAIR ORDINANCE COMMITTEE, MEMBER CONDO ASSOCIATION, MEMBER LONG TERM AND COMPREHENSIVE PLANS, SCHOOL BOARD LIAISON, CHAIR TECHNOLOGY COMMITTEE, CHAIR GRANT COMMITTEE – MRS. FOOKS**

Mrs. Fooks wanted to thank Ms. Sawicki for her hard work with the Budget. She said that she feels we need an independent Committee to look at the budget next year. She said that Health Care has hurt the budget. She said that she has talked about a Mercantile tax in the past and she wants the Budget Committee to look at this and to make sure all the taxes are being paid. Ms. Sawicki said that she has received information about this and will be passing it on.

Mrs. Fooks reported that the Ordinance Committee will meet later this month and it will be a get together. The next Chip/Vaccination clinic will be held on April 2<sup>nd</sup>. More details will be provided closer to the event. She wanted to thank the Fire Department for bringing Santa around yesterday even though the weather was lousy. Everyone appreciated it. She wished everyone a Merry Christmas.

**VICE PRESIDENT OF COUNCIL, CHAIR LONG RANGE AND COMPREHENSIVE PLANS, MEMBER GRANT COMMITTEE, LIAISON TO ZONING EARING BOARD, LIAISON TO RECREATION COMMITTEE AND CHAIR INSPECTORS – MR. LA PERA**

Mr. LaPera reported that the Recreation Committee would not meet this month but will meet on January 31<sup>st</sup>. The Zoning Board met last week and approved the signage for Freddy's. He said that Chili's and Chick-Fil A are moving along. The Zoning Committee will meet on January 8<sup>th</sup>. He wished everyone Happy Holidays.

CHAIR TECHNOLOGY AND COMMUNICATION COMMITTEE, CHAIR BOARD OF HEALTH, LIAISON TO CIVIL SERVICE COMMISSION, CHAIR HISTORICAL COMMITTEE AND MEMBER POLICE COMMITTEE – MR. HELLER

Mr. Heller said that the Technology Committee would meet on January 10<sup>th</sup>. They are having a holiday get together with the Ordinance Committee this month. He received an application from someone who is interested in joining the Civil Service committee.

PRESIDENT PRO-TEM, CHAIR ARBOR/SHADE TREE COMMISSION, CHAIR FINANCE AND INSURANCE, COMMITTEE, MEMBER LONG RANGE DEVELOPMENT AND COMPREHENSIVE PLANS, MEMBER FIRE COMMITTEE AND CHAIRMAN GRANT COMMITTEE – MS. SAWICKI

Ms. Sawicki said that she wanted to wish everyone a Merry Christmas and a wonderful, successful and safe 2019. She wanted to wish the Fire Company and Police Department a very safe 2019.

FIRE CHIEF – CHIEF MONTELLA

Mr. Montella wanted to thank everyone on Council for the support shown to their family on the recent death of his father. He wanted to thank the newspaper for the coverage, the cards they received, and all the support at the viewing. Our family is going to miss him. Our Dad got things done in his own way. He wished everyone a Merry Christmas and a Happy New Year. Mr. Donaway told Mr. Montella that the legacy that his Dad left was two sons who are also in public service. Mr. Donaway said that he had the privilege of running a few fires with him and that he was a “good guy”. Mr. Montella also wanted to wish everyone a Merry Christmas from the Fire Department.

FIRE MARSHALL – MR. LESLIE

Mr. Leslie thanked everyone for their support and wished everyone a Merry Christmas.

PRESIDENT OF COUNCIL, CHAIRMAN PUBLIC WORKS AND BUILDING, HOLIDAY PARADE LIAISON, MEMBER POLICE COMMITTEE – MR. DONAWAY

Mr. Donaway said we are doing sewer maintenance throughout the Borough and we have done some milling on Hilltop Drive and other streets. The Water Company is nearing the end of their work. The equipment stored on the swim club parking lot is gone. The Water Company was doing work up on the hill; they did not notify us and when we found out about it we stopped them. They have to submit their plans to us. We are meeting tomorrow with the teamsters and as we have updates we will pass them along. PECO will be doing work in the Borough. We received a letter from Ms. Brooks regarding having solar work done on her home. She wants to address Council at the January Workshop.

Mr. Donaway said that there is a “reason for the season”; it is not politics. He wished everyone a Merry Christmas.

PUBLIC DISCUSSION

There was no discussion from the public.

**INSPECTORS' REPORTS**

There were no Inspector's Reports at this meeting.

Ms. Sawicki asked for a five-minute meeting after the Workshop Meeting was adjourned to explain tax collections to the Council members.

**ADJOURMENT**

There was no other business to come before Council. Mr. Donaway made the motion and Ms. Leslie made the second motion to adjourn. Motion carried by unanimous vote. The meeting was adjourned at 7:35 PM.

Respectfully Submitted,

Mrs. Joan Boyle  
Brookhaven Planning Commission Secretary