

BOROUGH OF WEST VIEW
ORGANIZATIONAL MEETING – JANUARY 2, 2024

Minutes of the Organizational Meeting of the Town Council of the Borough of West View held Tuesday, January 2, 2024 in Council Chambers at 441 Perry Highway, Pittsburgh, PA 15229. The meeting was called to order by Mayor J.R. Henry at 6:00pm, followed by a moment of silent prayer and the Pledge of Allegiance to the flag.

Chief Bruce A. Fromlak conducted roll call. Members of Council present were: President William F. Aguglia, Vice President Bryan Kircher, M. Kimberly Steele, Robert Schellhaas, Donald Mikec, Eugene Borio, and Scott Miller. Also, in attendance were: Mayor J.R. Henry, Chief of Police/Secretary/Manager Bruce A. Fromlak, Assistant Secretary/Treasurer Haylie Kelly, Public Work Coordinator Richard T. Rapp, and Junior Councilmember Joseph Bensch.

Mr. Fromlak read the official notice announcing tonight's meeting that ran in the paper on December 18, 2023. Ms. Steele, Mr. Mikec, Mr. Miller, and Mr. Borio took the Oath of Office as Four-year Members of Council. The Members took their seats, being applauded by all.

Mayor Henry requested motions for nominations for President of Council. *Bryan Kircher was nominated by Ms. Steele and seconded by Mr. Mikec.* With no further nominations, *Motion was approved and ordered* – Mr. Kircher was appointed President of Town Council.

Mayor Henry requested motions for nominations for Vice President of Council. *M. Kimberly Steele was nominated by Mr. Aguglia and seconded by Mr. Mikec.* With no further nominations, *Motion was approved and ordered* – Ms. Steele was appointed Vice President of Town Council.

Mayor Henry requested motions for nominations for Secretary/Treasurer. *Bruce A. Fromlak was nominated by Ms. Steele and seconded by Mr. Mikec.* With no further nominations, *Motion approved and ordered.* Mr. Fromlak was appointed Secretary/Treasurer. With that, Mayor Henry turned the meeting over to President Kircher.

President Kircher entertained a motion that all offices of the Borough, with the exception of the Secretary/Manager, Civil Service Commission, Zoning Hearing Board, Recreation Board, Planning Commission and members of the police force be declared vacant, with *the motion being made by Ms. Steele and seconded by Mr. Miller.* *Motion was approved by Council.*

President Kircher requested motions for nominations for Open Records Officer. *Motion to appoint Chief Bruce A. Fromlak was made by Mr. Borio and seconded by Ms. Steele.* *Motion approved and ordered.*

President Kircher requested motions for nominations for Assistant Open Records Officer. *Motion to appoint Police Secretary Barb O'Lare was made by Mr. Aguglia and seconded by Mr. Mikec.* *Motion approved and ordered.*

President Kircher requested motions for nominations for Solicitor. *Motion to appoint Michael Witherel was made by Ms. Steele and seconded by Mr. Miller.* *Motion approved and ordered.*

President Kircher requested motions for nominations for Engineer. *Motion to appoint MS Consultants was made by Mr. Aguglia and seconded by Ms. Steele.* *Motion approved and ordered.*

President Kircher requested motions for nominations for Borough Manager. *Motion to appoint Chief Bruce A. Fromlak was made by Mr. Borio and seconded by Mr. Mikec. Motion approved and ordered.*

President Kircher requested motions for nominations for Chief of Police. *Motion to appoint Bruce A. Fromlak was made by Mr. Miller and seconded by Mr. Borio. Motion approved and ordered.*

President Kircher requested motions for nominations for Mercantile, Business Privilege collector. *Motion to appoint Keystone Collections was made by Mr. Schellhaas and seconded by Mr. Aguglia. Motion approved and ordered.*

President Kircher requested motion for nominations for Local Service Tax Collector. *Motion to appoint Keystone Collections was made by Ms. Steele and Mr. Miller. Motion approved and ordered.*

President Kircher requested motions for nominations for Assistant Secretary/Assistant Treasurer. *Motion to appoint Ms. Haylie Kelly was made by Mr. Mikec and seconded by Mr. Kircher. Motion approved and ordered.*

President Kircher requested motions for nominations for Earned Income Tax Collector. *Motion to appoint Keystone Collections was made by Mr. Aguglia and seconded by Mr. Miller. Motion approved and ordered.*

President Kircher requested motions for nominations for Delinquent Earned Income Tax Collector. *Motion to appoint Keystone Collections was made by Mr. Mikec and seconded by Mr. Miller. Motion approved and ordered.*

President Kircher requested motions for nominations for Coordinator of Public Works. *Motion to appoint Mr. Richard T. Rapp was made by Mr. Mikec and seconded by Mr. Miller. Motion approved and ordered.*

President Kircher requested motions for nominations for Code Enforcement Officer. *Motion to appoint Mr. Richard T. Rapp was made by Mr. Miller and seconded by Ms. Steele. Motion approved and ordered.*

President Kircher requested motions for nominations for Building Inspector. Due to Mr. Buskirk's recent retirement, the Borough is currently seeking a replacement Inspector and as such has no one to appoint at this time.

President Kircher requested motions for nominations for Municipal Lien Inspector/Pesticide Applicator. *Motion to appoint Mr. Richard T. Rapp was made by Ms. Steele and seconded by Mr. Mikec. Motion approved and ordered.*

President Kircher requested motions for nominations for Depository for years 2024 and 2025. *Motion to appoint First National Bank was made by Mr. Mikec and seconded by Mr. Aguglia. Motion approved and ordered.*

President Kircher requested motions for nominations for Legal Advertising Newspaper. *Motion to appoint Pittsburgh Post-Gazette North was made by Mr. Schellhaas and seconded by Mr. Miller. Motion approved and ordered.*

President Kircher requested motions that the Secretary/Treasurer/Manager/Solicitor, Assistant Secretary, and Delinquent Earned Income Tax Collector/Assistant Treasurer be bonded for \$200,000.00. *Motion was made by Ms. Steele and seconded by Mr. Miller. Motion approved and ordered.*

The meeting ended at 6:14pm and the Regular Meeting commenced.

APPROVED: February 14, 2024

BOROUGH OF WEST VIEW

BY: _____

Haylie Kelly

Assistant Secretary/Treasurer

BOROUGH OF WEST VIEW
REGULAR MEETING – JANUARY 2, 2024

Minutes of the Regular Meeting of Town Council of the Borough of West View held Tuesday, January 2, 2024 in Council Chambers at 441 Perry Highway, Pittsburgh, PA 15229. The Meeting began at 6:14 pm following the Reorganizational Meeting of Council.

Chief Bruce A. Fromlak conducted roll call. Members of Council present were: President Bryan S. Kircher, Vice President M. Kimberly Steele, William F. Aguglia, Robert Schellhaas, Donald Mikec, Eugene Borio, and Scott Miller. Also, in attendance were: Mayor J.R. Henry, Chief of Police/Secretary/Manager Bruce A. Fromlak, Assistant Secretary/Treasurer Ms. Haylie Kelly, Public Work Coordinator Mr. Richard T. Rapp, and Junior Councilmember Joseph Bensch.

REPORTS FROM THE OFFICERS

Mayor's Report – J.R. Henry – Mayor Henry reported that the total motor vehicle code violation receipts for the month of December 2023 totaled \$1,457.60.

Chief of Police/Manager's Report – Bruce A. Fromlak – Chief Fromlak first thanked the Council for their vote of confidence in him and mentioned it is a collective effort with the entire borough staff and thanked them for their support as well. Chiefs report that in the month of December 2023, there were 370 calls for service, 33 citations issued, 107 traffic reports, 2 criminal arrests, 6 accident calls, and 7 ordinance violations. For the entire year of 2023, there were 5248 calls for service, 1026 citations issued, 2111 traffic reports, 111 criminal arrests, 80 accident calls, and 112 ordinance violations. Moving into the Manager's Report, Chief Fromlak stated the Borough is proceeding legally with the demolition of 22 Dartmouth Avenue. Bids came in at \$16,000-\$17,000 and he recommended that the Borough wait until the window for Allegheny County grant moneys open up in order to save taxpayer money.

Solicitor's Report – Michael Witherel – Mr. Witherel had no report.

Engineer's Report – John Balewski – Mr. Balewski had no report.

REPORTS FROM COMMITTEES

Finance Report – Bryan S. Kircher – President Kircher reported that Wage Tax Collections for December 2023 were \$106,934.02 and was deposited into the Borough's General Fund checking account by Keystone Collections. The Liquid Fuel checking account had a balance of \$35,037.08 as of December 31st and earned \$256.49 in interest. The Building Fund money market account had a balance of \$20,222.91 as of December 31st and earned \$38.49 in interest. Our General Fund money market account had a balance of \$8,679.23 as of December 31st and earned \$16.52 in interest. Real Estate collections for December were \$5,014.95. Local Service tax collections for December totaled \$1,584.68. Business/Mercantile tax collections for December totaled \$8,860.06.

Property & Purchasing – Eugene Borio – Mr. Borio had no report.

Public Works – Robert D. Schellhaas – Mr. Schellhaas reported that there were 77 work orders completed in the month of December 2023. 105 Waste Management carts were swapped. All steps and playgrounds were cleared of leaves.

Police & Public Safety – William F. Aguglia – Mr. Aguglia reported that the West View and Ross Toy Drive raised approximately \$13,800, which provided over 200 children in the North Hills School District with Christmas gifts.

Budget/Administration – Bryan S. Kircher – Mr. Kircher had no report.

Fire & Water – Donald E. Mikec – Mr. Mikec had no report.

Public Relations & Recreation – M. Kimberly Steele – Ms. Steele thanked Officer Pavlecic for his efforts in spearheading the Toy Drive, as well as the Public Works Department.

Military & Veterans Affairs – Scott Miller – Mr. Miller had no report.

Public Works Coordinator – Richard T. Rapp - Mr. Rapp thanked Council for their vote of confidence. He reported that construction has started on Powell Park.

Junior Council – Joseph Bensch reported that North Hills’ winter break has ended. The North Hills winter sports season has begun, with unified bocce returning for a second year. The North Hills Board of Education changed some members after the 2023 election.

AUDIENCE

There was no audience participation.

Motion to approve the Minutes of the regular meeting of Town Council on December 13, 2023 was made by Mr. Schellhaas and seconded by Ms. Steele. Motion was approved and ordered.

Motion to approve payments for net pay and payroll withholding in the amount of \$198,004.21 was made by Mr. Mikec and seconded by Mr. Miller. Motion was approved and ordered.

Motion to approve payments to vendors for \$329,426.86 was made by Mr. Borio and seconded by Mr. Mikec. Motion was approved and ordered.

Motion was approved and ordered. Motion to approve payments for building fund expenditures for \$1,586.03 was made by Mr. Schellhaas and seconded by Ms. Steele. Motion was approved and ordered.

Unfinished Business – There was no unfinished business.

New Business – There was no new business.

AGENDA

Council to consider the appointment of Michael Brunner as a full-time police officer (Effective January 7, 2024). *Motion to approve was made by Mr. Aguglia and seconded by Ms. Steele. Motion was approved and ordered.* Mayor Henry invited Officer Brunner to the stand and administered the oath of office. Officer Brunner was applauded by all.

Mayor Henry then recognized Sgt. Green, who is leaving the Borough next month, for his years of service.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

With no further business to come before Council, President Kircher thanked Council for his appointment to President. He congratulated Ms. Steele on her appointment to Vice President and also thanked Mr. Aguglia for his service as President for the past 2 years. President Kircher dedicated tonight's meeting to Mr. Gus Noman who recently passed away. He was a teacher and football coach at North Hills for over 30 years and taught many of those on Council. *The motion to adjourn was made by Ms. Steele and seconded by Mr. Borio. Motion approved and ordered.* The meeting adjourned at 6:26pm.

Approved: February 14, 2024

BOROUGH OF WEST VIEW

BY: _____

Haylie Kelly
Assistant Secretary/Treasurer