

**REGULAR MEETING**  
**Hastings Borough Council**

**July 13, 2020**

The Hastings Borough Council held their Regular Meeting on Monday, July 13, 2020 at 7:00 p.m. in the Hastings Borough Office.

**CALL TO ORDER:** Alison Link, Council President

**ROLL CALL:** Members of the Council present – Alison Link, John Schettini, Melanie Zearfoss, Mayor Donald C Drass, Thomas Kinney, Jeff Zearfoss, Jeff Semelsberger, Sam Patterson, Patrick Fanelli, and Rhonda Churella. All were present.

**APPROVAL OF MINUTES:** Motion made by Thomas Kinney, second by Jeff Semelsberger, to approve the minutes from the previous meeting and to dispense with their reading, since all were provided with a copy. All present voted yes.

**Motion Carried.**

**VISITORS:** None.

**STREET/EQUIPMENT COMMITTEE:**

- We received four bids for the 2020 Road Project. The bids were opened by Thomas Kinney on July 7, 2020 at 7:00pm. HRI, Inc. bid was for \$145,851.95; Quaker Sales Corporation bid was for \$127,518.00; Grannas Bros. Stone & Asphalt Co., Inc. bid was for \$111,630.00; and New Enterprise Stone & Lime Co., Inc. bid was for \$122,731.10.
- Motion made by Jeff Semelsberger, second by John Schettini, to accept the lowest bid, which was Grannas Bros. Stone & Asphalt Co., Inc. for the 2020 Road Project #20-11-417-01CA.

**Motion Carried.**

- Mike Kachak called the office on June 25, 2020, wanting dirt from our dump site area. Jeff Semelsberger said to call him back and ask him how much he needs and how is he going to get it. Jeff Semelsberger said we don't want to get rid of our dirt if we feel we will need it down the road. Thomas Kinney said it would probably have pipes and stuff in it from the sewer project.

- Melanie Zearfoss got pictures from Regis Shutty of his property located at 209 Mitchell Street, complaining about water laying along a ditch. He thinks the ditch needs cleaned out.

**POLICE COMMITTEE/REPORT:**

- Police Chief Jason Owens stated he has nothing but stats.
- Chief Owens stated the white and yellow paint is ready to go at Sherwin Williams in Ebensburg, PA.

**TAX COLLECTOR’S REPORT:** Real Estate & Per Capita Tax collected from June 7, 2020 to July 11, 2020.

Real Estate Tax Collected.....	\$6,482.28
Per Capita Tax Collected.....	\$137.00
Total Collected.....	\$6,619.28

Earned Income Tax collected from Berkheimer’s from June 12, 2020 to June 19, 2020.

Gross Tax Collected.....	\$4,175.30
Delinquent Per Capita.....	\$0.00

- Motion was made by Melanie Zearfoss, second by Thomas Kinney, to approve the Tax Collector’s Report as read. All present voted yes.

**Motion Carried.**

**FINANCIAL REPORT:** Council looked through the Financial Report. Motion made by Jeff Zearfoss, second by Jeff Semelsberger, to approve the Financial Report as of June 1, 2020. All present voted yes.

**Motion Carried.**

**FINANCE/INSURANCE COMMITTEE:**

- Nothing to report.

**WATER COMMITTEE:**

- Thomas Kinney reported Troy Feighner started the project on Bridge Street today.

## **SEWER COMMITTEE:**

- Jeff Zearfoss said he had nothing to report unless Patrick Fanelli had an update. Patrick Fanelli stated he got an email from Glenn Johnson solicitor saying they are not changing anything.

## **PROPERTY COMMITTEE:**

- Laurel Municipal Inspection Agency sent a permit report for June 2020.
- On June 25, 2020, District Magistrate Mike Zungali asked if he could get his office painted and replace ceiling tile where bad water marks are. The girls would like to have their break room painted too. Melanie Zearfoss went over the next day and they would like to have the entire office areas painted. We got two cases of ceiling tile at Bobik's but they did not have "egg shell" paint. Taylor Nemec said she will paint it.
- Cambria County Tax Claim Bureau sent a letter on Vonda Mae Fulton trailer at the trailer court. They have an offer of \$200.00 for the sale date on Friday, August 14, 2020. Melanie Zearfoss said Cross Cut Church owns the property and probably put that offer in to tear it down. The trailer had a bad sewer problem.
- On June 18, 2020, Christine Rodriguez asked about her brother's plaque or stone and tree that was taken out near the Memorial building. The water line was replaced and it got dug up. Council suggested getting a Red Maple tree and planting it on the walking trail. Melanie Zearfoss said the plaque or stone was on the borough truck, so it should be in the garage.
- We got an estimate from Jake Miller for removing the Ash tree and stump near the power line by the park area. The quote was \$975.00. Council started looking throughout the park area and noticed a few more trees that should come down as well as several tree stumps. They want to mark them and get another quote from Jake Miller. Jeff Zearfoss suggested maybe getting him to do this in September when everyone is out of the park area.
- Alison Link stated Angela Fels from the Hastings Library called Melanie at the office screaming at her demanding she has access to the power box. She wanted power to the gazebo so they could sell food at Mel's Car Show. Alison Link said we need to have the library break off and get their own power box. We did give them that property for \$1.00. Rhonda Churella stated she had taken the agreement up to the library on December 3, 2019. They never signed the agreement or gave it back. Thomas Kinney and Eugene Huber had gone to a library meeting and they wanted us to wait

until their new library was built and then they would do this. Rhonda Churella said the library was given a key and they lost it. Patrick Fanelli stated an easement is applied in this situation. You have the option of moving the box and get the gazebo off of it. Melanie Zearfoss stated Angela Fels said she was cutting the lock off. Melanie stated she told her she would not recommend her doing this. It was mentioned to have the library put another small box in by the end of October 2020. Jeff Semelsberger said we should call Marc Beach and ask him which way would be easier. Should we move it and/or split the box in two. Marc needs to give us options.

- Melanie Zearfoss stated they had 224 cars at Mel's Car Show on Sunday, July 12, 2020. The Park & Recreation Commission made \$4,346.00. Jay Schettini stated the garbage cans are overflowing. They need emptied.

### **PERSONNEL COMMITTEE:**

- Alison Link states we have changes to who signs off on paperwork.
- Council talked about how payroll is being done. Patrick Fanelli suggested asking our Auditor about two sets of eyes. Is what we are doing sufficient enough. Melanie Zearfoss talked about holding one week back on all full-time employees. Currently we pay full time employees up to the payroll date, but we do payroll on Tuesday's hoping everyone works Wednesday, Thursday, and Friday. This has created problems. Patrick Fanelli had given us an example on how to change it to be held one week behind like the part time employees are currently being done. For example, the next pay date is July 24, 2020. Full time would only get paid for the week of July 13, 2020 which is only 40 hours. Then they would get paid a full two week pay for 80 hours on the following pay date on August 7, 2020. Melanie Zearfoss suggested doing this in October since we would have three pay dates scheduled instead of two. That way it would be easier for the employees. Rhonda Churella said, "I just thought ripping off the bandage so to speak now could fix the problem rather than waiting in a few months. Doing it in October is fine too. That will also give us enough time to put a letter in the next payroll letting full time employees know of this change."
- Motion made by Jeff Semelsberger, second by Thomas Kinney, to hold one week pay back on all full-time employees on the pay date of October 16, 2020.

**Motion Carried.**

- The personnel committee met with Mitchell Snyder before the Council meeting. Jeff Zearfoss stated they are trying to get to the bottom of any problems. Mitchell spoke to several Council members.
- Motion made by Jeff Semelsberger, second by Thomas Kinney, to accept Mitchell Snyder's resignation.

**Motion Carried.**

- Jeff Zearfoss gave everyone a copy of an updated Employee Handbook he has been working on. Jeff Zearfoss stated Rhonda Churella called around to local boroughs and townships to see what they are paying employees. Jeff Zearfoss stated a lot of them have union workers. Maybe this is something we should think about. Patrick Fanelli said he would not recommend this. Patrick Fanelli was given a copy of the updated handbook to take and look over. Jeff Zearfoss said if everyone is okay with it, it can be approved at a future Council meeting.

**RESOLUTIONS/ORDINANCES:**

- Motion made by Melanie Zearfoss, second by Jeff Semelsberger, to approve Ordinance #2020-1 Buildings, Dangerous or Red-Tagged.

**Motion Carried.**

**APPROVAL OF THE BILLS:** Motion made by Jeff Semelsberger, second by Jeff Zearfoss, that an Order is drawn, and the bills be paid, as funds become available. All present voted yes.

**Motion Carried.**

**CORRESPONDENCE:**

- Nothing to report.

**OTHER BUSINESS:**

- A letter was received on June 22, 2020, from Cambria County Commissioners about surpassing our 2020 Census. As of June 18, 2020, our self-response rate was 63.2% and in 2010 it was 48.6%, which is up 14.6%. Our ultimate goal is 100%.

**ADJOURN:** Motion made by Thomas Kinney, second by John Schettini, this meeting adjourned at approximately 8:46 p.m. All present voted yes.

**Motion Carried.**

Rhonda Churella  
Borough Office Manager