

**June 25, 2020**

**Apollo Borough Council Meeting**

Following the Pledge of Allegiance and a brief invocation, the Apollo Borough council meeting was called to order by Council President John Steele at 7:00 PM at the Soldiers & Sailors Hall at Owens Grove Park.

Present: Council members John Steele, Mark Tarle, Jennifer Mullins, Patrick Zelonka and Kristina Fox were present. The Engineer, Solicitor and Secretary/Treasurer were present. Council members Chad Gradwell, Craig Williams and the Mayor were absent.

At 7:01 PM a motion was made by Jennifer Mullins and seconded by Patrick Zelonka to come out of executive session regarding emergency management plan review. Motion passed unanimously.

**Public Comments:**

Mike Mollick spoke about adopting the Emergency Management Plan and signing the Promulgation.

A motion was made by Jenner Mullins and seconded by Mark Tarle to adopt the Emergency Management Plan Resolution No. 02-2020. Motion passed unanimously.

**Approval of Minutes:**

A motion was made by Patrick Zelonka and seconded by Jennifer Mullins to approve the minutes from May 28, 2020 council meeting. Motion passed unanimously.

**Old Business:**

Council President John Steele discussed protocol for conduct at Council Meetings to reassure future meetings will be orderly and respectful.

**Solicitor's Report:**

A motion was made by Patrick Zelonka and seconded by Mark Tarle to pay the solicitor invoices for May in the amount of \$5,843.50. Motion passed unanimously.

**Engineering Report:** A report was given by our Engineer.

A motion was made by Patrick Zelonka and seconded by Mark Tarle to pay Olsen Craft Invoices for May in the amount of \$1,237.50. Motion passed unanimously.

**Secretary/Treasurer Report:**

A budget comparison was presented to show the financial gain in revenue of \$939.82 per month due to buying the new borough building on 809 N. Warren Avenue vs. leasing office space at the old school on 1<sup>st</sup> Street.

Treasurer's Report of Funds for May presented to council.

**Mayor's Report:** The Mayor was absent. The Secretary/Treasurer reported the 2020 Leonard Miller Scholarship was awarded to Lauren Newton.

**Personnel/HR Committee Report:** John Steele – Chair

There is an open position for part-time Public Works. The borough will advertise to fill the position.

A motion was made by Patrick Zelonka and seconded by Jennifer Mullins to suspend the part-time meter reader position. Motion passed unanimously. The Apollo Police have been ticketing the Plaza and will continue to monitor the meters. Council to revisit the meter reader position again at the end of the year.

**Public Works & Streets Committee Report:** Mark Tarle- Chair

Fencing the Riverfront Property may be delayed due to the purchase of a salt storage shed being more of a financial priority.

Cones were placed between the N. 9<sup>th</sup> & N. 10<sup>th</sup> Street alley due to the yellow line being blocked. It is only be opened for emergency purposes. Owner of the house in the alley complained that he needs parking for his tenants because they are threatening to move due to having no place to park.

Council discussed contacting Career Links for possible candidates to help with painting.

**Public Safety & Public Service Committee Report:** Mark Tarle – Chair

Office Ron Baustert asked to see if we can check into getting some of the gravel off the streets because it is dangerous for bikes and motorcycles.

Discussed possibility of renting a street sweeper and also looking into Municibid.

**Property & Planning Committee Report:** Mark Tarle – Chair

A motion was made by Jennifer Mullins and seconded by Mark Tarle to change the time period and due dates for the Vacancy Ordinance. Currently it is July 1<sup>st</sup> to June 30<sup>th</sup>. It will now be January 1<sup>st</sup> to December 31<sup>st</sup>. This will begin January 2021. The time period will be the same as the Landlord Ordinance. Motion passed unanimously.

**Public Relations/Citizens Advisory Committee Report:** Jennifer Mullins – Chair

Jennifer Mullins gave an update on the Wheel Good Wednesdays. The food truck event, which is partnered with the Apollo Historical Society, has been a huge success. The event now has vendors from Pittsburgh wanting to participate. Donations from vendors are coming in, currently \$855.00 and counting. All money raised will be put towards future events.

The parking lot traffic issues due to cars blocking the warehouse doors has been remedied and social distancing is still being practiced.

An upcoming event in September (A Zombie Walk) is being reviewed due to COVID-19, since this event has a potential to bring in people from other states.

Apollo Borough has 2 freezers that will be advertised for sale. One is an upright freezer and the other is a chest.

**Finance Committee Report:** John Steele– Chair

A motion as made by Jennifer Mullins and seconded by Mark Tarle to pay the invoices for the month, including payroll. Motion was passed unanimously.

***Finance Committee Report***

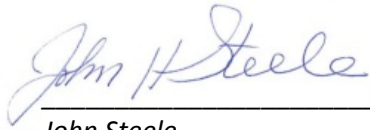
Approval of items for payment as follows (5/27/2020 to 6/23/2020)

Garbage Fund – \$15,644.00  
General Fund (includes payroll) – \$30,270.98  
Liquid Fuels Fund – \$4,063.70  
Leonard Miller Scholarship Fund - \$500.00  
Sewer Fund – \$2,395.03  
Sewer Separation Fund - \$2,395.03  
Parking Fund – \$95.04  
**Total – \$58,520.89**

John Steele asked Council to write down what committee(s) they feel would suit them best before they are

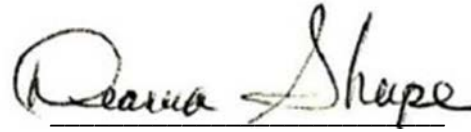
reassigned to include the new council members. He also asked that the committee chairs keep him up to date on any new ideas/issues before Council meetings so that it can be added to the agenda prior to the meetings.

At 8:00 PM a motion was made by Jennifer Mullins and seconded by Mark Tarle to adjourn the meeting. Motion passed unanimously.



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*John Steele*  
*Council President*



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*Deanna Shupe*  
*Borough Secretary/Treasurer*