

Mill Village Borough Reorganizational Minutes:

Wednesday – January 5, 2022

Secretary/Treasurer Catherine Wise called the Mill Village Borough Reorganizational meeting to order at 6:00 p.m. at the Mill Village Borough Municipal Building followed by the salute to the flag.

Council Members present were Edward Falconer, Ali Peters and Shawn McLaughlin Also present were Solicitor Tim Sennett. The new Councilors took their seats. Newly elected Mayor Joseph Sam was absent along with council member Shannon Nye. Other people present were: John Letzo Jr., Kevin Babcock, Stephanie Boyd, Tax Collector Wynita Campbell, Andy Holsopple – Dollar General Engineer, Drew Watkins and Tony Lapaglia.

Secretary/Treasurer opened the floor up for Nominations from Council to appoint a new Council member by order of Resolution to fill the 2-year term. The new member will need to run on the ballot in 2023. Present were John Letzo Jr. and Kevin Babcock who both requested to be appointed to the open Council Seat. Ali Peters motioned to close nominations. Shawn McLaughlin seconded. All voted yes. Edward Falconer motioned to appoint John Letzo Jr. to the open Council seat, Ali Peters seconded. All voted yes. Motion Carried. Notary Catherine Wise swore in the following people: Newly Elected council members: Linda Falconer and Steve Yovich along with appointed member John Letzo Jr. and newly elected tax collector Wynita Campbell.

Secretary/Treasurer opened the floor for nominations for President of Council for the next two years. Edward Falconer nominated Linda Falconer, Steve Yovich seconded. Shawn McLaughlin motioned to close nominations, Ali Peters seconded. All voted yes to appoint Linda Falconer as President of Council for the next 2 years.

Edward Falconer nominated Shawn McLaughlin for Vice President of Council for the next 2 years. John Letzo Jr. seconded. Ali Peters moved to close nominations; Shawn McLaughlin seconded. The President called for a vote for the office of Vice-President All voted yes for Shawn McLaughlin. Shawn McLaughlin was appointed Vice-President of council for the next 2 years.

- It was moved by Edward Falconer and seconded by Steve Yovich that “Parliamentary Procedure at a Glance” will be observed at all meetings with “Roberts Rules of Order” being used as an alternative. All voted yes.
- It was moved by Steve Yovich and seconded by John Letzo Jr. to appoint Shawn McLaughlin as Director of Maintenance Personnel. All voted yes.
- Linda Falconer motioned to appoint Catherine Wise Secretary/Treasurer with a wage set at \$17.00 per hour for the years: 2022 & 2023 and that the responsibilities for the day-to-day administration of the Borough’s affairs be lodged with the Secretary together with the administration of current and recurring expenses. Ali Peters seconded. All voted yes. Motion carried.
- Shawn McLaughlin motioned to appoint Cindy Wells-(Union City Borough) Assistant Secretary/Treasurer for the years 2022 and 2023 and to state that the responsibilities for the day-to-day administration of the Borough’s affairs be lodged with the Assistant Secretary/Treasurer, together with the administration of current and recurring expenses when

the Secretary is absent, wages to be determined. Edward Falconer seconded the motion. All voted yes. Motion carried.

- Ali Peters motioned to re-enact the 1% Earned Income Tax and also to re-enact the 1% Realty Transfer Tax, receiving ½ of 1% for the, with the Borough receiving 1/2 of 1% for 2022 and 2023. Steve Yovich seconded. All voted yes. Motion Carried.
- Edward Falconer moved to appoint H.A. Berkheimers as the Earned Income Tax and LST Tax Collector for the years 2022 and 2023. Shawn McLaughlin seconded. All voted yes. Motion Carried.
- Edward Falconer motioned to name Northwest Bank as the Borough's Banking Institution, for the years 2022 and 2023 and that all checks and withdrawal slips need two (2) signatures and shall be the President or Vice-President and the Secretary/Treasurer or Assistant Treasurer's signature. Steve Yovich seconded. All voted yes. Motion Carried. President Linda Falconer, Vice-President Shawn McLaughlin and Secretary/Treasurer Catherine Wise will be the appointed signers.
- Shawn McLaughlin motioned to appoint Buseck, Barger & Bleil Co. Inc. as the CPA/Auditor for the years 2022 and 2023. Edward Falconer seconded. All voted yes.
- Edward Falconer motioned that Regular Council Meetings will be held on the First Wednesday of each month at the Mill Village Borough Building at 6:30 p.m. Steve Yovich seconded. All voted yes.
- Ali Peters motioned to appoint Knox, McLaughlin, Gornall & Sennett Law Firm –Timothy Sennett be named Borough Solicitors for the years 2022 and 2023 at \$125.00 per hour to attend every meeting unless notified. Shawn McLaughlin seconded. All voted yes. Motion carried.
- Edward Falconer motioned to appoint Mark Corey and Associates as the Borough Engineer, John Letzo Jr. seconded. All voted yes.
- Shawn McLaughlin moved to appoint John Letzo to the position of Zoning Officer, with the cost of Zoning Permits to be \$40.00 and payment of \$35.00 per permit to be paid to the Zoning Officer, Steve Yovich seconded. All council members Voted yes. John Letzo Jr. abstained Motion Carried.
- Ali Peters motioned to appoint John Letzo Jr. as Emergency Management Coordinator for the Borough for the years 2022 and 2023, Edward Falconer seconded. All voted yes.
- Edward Falconer motioned, seconded by Steve Yovich to appoint Marsh, Spaeder, Baur, Spaeder & Schaaf Law Firm - Kurt Sundberg as the Borough Zoning Board Solicitor for the years 2022 and 2023. All voted yes.
- Ali Peters motioned to appoint Edward Falconer as an Employee at \$15.00 per hour for the years 2022 and 2023, and motioned to set the wage for Employee Temp Bruce Wise at \$15.00 per hour for the years 2022 and 2023, Steve Yovich seconded. John Letzo Jr., Ali Peters, and Shawn McLaughlin voted yes. Edward and Linda Falconer abstained. Motion Carried.
- Edward Falconer motioned to name Linda Falconer as Borough Representative for the Erie County Associations of Boroughs for the years 2022 and 2023 with alternate Ali Peters, Shawn McLaughlin seconded. All voted yes. Motion Carried.
- Ali Peters motioned to name Linda Falconer as Polling contact person for the years 2022 and 2023, Steve Yovich seconded. All voted yes. Motion Carried.
- Steve Yovich motioned to name Ed Falconer as the Borough's Snow Removal Contact person for the years 2022 and 2023, John Letzo Jr. seconded. All voted yes. Motion Carried.
- Linda Falconer motioned to appoint Mike Grill/CCi Inspections as the Construction Code Inspectors, Steve Yovich seconded. All voted yes.

- Steve Yovich motioned to appoint the following people to the Zoning Hearing Board: Mike Yovich, Ernie Brown, & Melody Cornell with Lee DeBrakeleer as an alternate. Edward Falconer seconded. All voted yes.
- Shawn McLaughlin motioned to appoint the following residents to the Planning Board: Paul Peters, Roberta McLaughlin, Kevin Skelly, Kevin Babcock, and Brian Peters, Ali Peters seconded the motion. All voted yes.
- It was moved by John Letzo Jr. and seconded by Edward Falconer that the Borough Official's and Appointed Employees approved expenses be paid by the Borough when said officials' attend any function related to their duties or make any trips which are in the best interest of the Borough and mileage will be paid at the current IRS mileage rate per mile. In no case will expenses exceeding 100% of costs per day, exclusive of mileage be paid. Motion Carried

Shawn McLaughlin motioned to adjourn the 2022 Reorganizational Meeting of the Mill Village Borough Council at 6:38 p.m., seconded by Edward Falconer. Motion Carried Unanimously.

Mill Village Borough Regular Meeting

Wednesday – January 5, 2022

The Regular Meeting of the Mill Village Borough Council was then called to order at 6:39 p.m. In attendance: President Linda Falconer, Vice President Shawn McLaughlin, And Council Members: Edward Falconer, Ali Peters, and John Letzo Jr., Solicitor Tim Sennett and Secretary/Treasurer Catherine Wise. The following people were in attendance: Kevin Babcock, Stephanie Boyd, Tax Collector Wynita Campbell, Andy Holsopple – Dollar General Engineer, Drew Watkins and Tony Lapaglia.

Edward Falconer motioned to accept the Agenda. Shawn McLaughlin seconded. All voted yes.

Edward Falconer motioned to approve the Minutes from the December 1, 2021 and the December 31, 2021 Treasurer's Report. John Letzo Jr. seconded. All voted yes.

Secretary/Treasurer stated that letters were sent to 4 residents concerning cleaning up their properties. She also presented an available grant for Businesses along Route 6 to improve the facades.

Ali Peters made a motion to pay payroll and monthly bills for December 31, 2021, seconded by Ed Falconer. All voted yes.

Road Foreman Edward Falconer reported he cleaned off drains and removed fallen trees. The Christmas lights will be turned off on January 8, 2022.

Edward Falconer motioned to sign the Tad Cross, Holly Troyer Subdivision for the Dollar General Store. John Letzo Jr. seconded. All voted yes. An approval letter was received from Engineer Mark Corey for the DEP Planning Modules and Stormwater plan. Steve Yovich motioned to have President Linda Falconer to sign the DEP Stormwater Planning Module & Stormwater approval. Shawn McLaughlin seconded. All voted yes.

Discussion was held concerning the new Dollar General Store. More items will need to be signed at the February and March meetings. Once everything has been approved the representative from Dollar General stated that they plan on breaking ground by May 2022 and the Store is slated to be open Summer of 2022.

Drew Watkins a new resident in the Borough was present to discuss the new Street lights. His opinion is that the lights are too blue and too bright. He feels that it is a Safety and Health problem. The new lights have a high glare and there are dark areas between the lights. Resident Ed Bidwell sent a message to council concerning the bright lights along West Center Street. Council stated that they will call their Representative from Penelec and ask what can be done and what the cost would be to change various lights. Tabled.

Edward & Linda Falconer will be attending the Erie County Borough Association Dinner on January 19, 2021. At the American Legion in Waterford.

General Comments from Council President: No Comment

General Comments from Solicitor: No Report

General Comments from the Mayor and Council:

Mayor Sam– Absent

Councilwoman Peters – No Comment

Councilman Falconer – The Electrician will be called to fix the light on the building.

Councilman McLaughlin– No Comment

Councilman Letzo– No Comment

Councilman Yovich– No Comment

Councilwoman Nye – Absent

Edward Falconer moved to adjourn the meeting at 7:23 p.m. Seconded by Ali Peters, all in favor, motion carried.

The next meeting will be held on Wednesday – **February 2, 2022** at **6:30 p.m.**