

Mill Village Borough Reorganizational Minutes: Wednesday

– January 3, 2024

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 Linda Falconer and Steve Yovich. The following new Councilors were sworn in by Notary Catherine Wise – Edward Falconer, Shawn McLaughlin, David Alexander and Sean Falconer, after they took their oaths of office they were seated. Mayor Joseph Sam was absent. Other people present were Tracy Ethridge, Kathy Abercrombie, Dawon & Diane Bogert, Henry McGuire.

Secretary/Treasurer Catherine Wise 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 2025 for the 2026 calendar year. Present were Mark Costello and Henry McGuire who both requested to be appointed to the open Council Seat with Kevin Babcock who also submitted his name as a candidate. Edward Falconer motioned to close nominations. Sean Falconer seconded. All voted yes. Edward Falconer motioned to appoint Mark Costello to the open Council seat, Shawn McLaughlin seconded. All voted yes. Motion Carried. Notary Catherine Wise swore in new councilman Mark Costello and he was seated. Note: Shawn McLaughlin will be contacting the Erie County Election Board. According to votes posted Mark Costello should have been offered the 4-year open seat and Sean Falconer should have been appointed to the 2-year open seat. To be discussed at the next meeting.

Secretary/Treasurer opened the floor for nominations for President of Council for the next two years. Edward Falconer nominated Linda Falconer, Steve Yovich seconded. All voted yes to appoint Linda Falconer as President of Council for the next 2 years. Motion Carried.

Edward Falconer nominated Shawn McLaughlin for Vice President of Council for the next 2 years. Steve Yovich seconded. All voted yes, Shawn McLaughlin abstained. Shawn McLaughlin was appointed Vice-President of council for the next 2 years.

- It was moved by Steve Yovich and seconded by Sean Falconer 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 Edward Falconer and seconded by Shawn McLaughlin to appoint Mark Costello as Director of Maintenance Personnel. All voted yes.
- Sean Falconer motioned to appoint Catherine Wise Secretary/Treasurer with a wage set at \$20.00 per hour for the years: 2024 & 2025 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. Edward Falconer seconded. All voted yes. Motion carried.
- Shawn McLaughlin motioned to appoint Cindy Wells-(Union City Borough) Assistant Secretary/Treasurer for the years 2024 and 2025 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 were set at \$20.00 per hour. Edward Falconer seconded the motion. All voted yes. Motion carried.

- Mark Costello 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 2024 and 2025. David Alexander seconded. All voted yes. Motion Carried.
- Steve Yovich moved to appoint H.A. Berkheimers as the Earned Income Tax and LST Tax Collector for the years 2024 and 2025. Edward Falconer seconded. All voted yes. Motion Carried.
- Edward Falconer motioned to name Northwest Bank as the Borough's Banking Institution, for the years 2024 and 2025 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. Sean Falconer seconded. All voted yes. Motion Carried. President Linda Falconer, Vice-President Shawn McLaughlin and Secretary/Treasurer Catherine Wise will be the appointed signers.
- Steve Yovich motioned to appoint Buseck, Barger & Bleil Co. Inc. as the CPA/Auditor for the years 2024 and 2025. Shawn McLaughlin 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. Mark Costello seconded. All voted yes.
- Shawn McLaughlin motioned to appoint Knox, McLaughlin, Gornall & Sennett Law Firm –Timothy Sennett be named Borough Solicitors for the years 2024 and 2025 at \$135.00 per hour. Edward Falconer seconded. All voted yes. Motion carried.
- Edward Falconer motioned to appoint Mark Corey and Associates as the Borough Engineer; Shawn McLaughlin 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 \$45.00 and payment of \$40.00 per permit to be paid to the Zoning Officer, David Alexander seconded. All council members voted yes. Motion Carried.
- Edward Falconer motioned to appoint Shawn McLaughlin as Emergency Management Coordinator for the Borough for the years 2024 and 2025, Sean Falconer seconded. All voted yes.
- Shawn McLaughlin motioned, seconded by Mark Costello to appoint Marsh, Spaeder, Baur, Spaeder & Schaaf Law Firm - Kurt Sundberg as the Borough Zoning Board Solicitor for the years 2024 and 2025. All voted yes.
- Shawn McLaughlin motioned to appoint Edward Falconer as an Employee at \$17.50 per hour for the years 2024 and 2025, Steve Yovich seconded. Mark Costello, David Alexander, and Shawn McLaughlin voted yes. Edward Falconer, Sean Falconer and Linda Falconer abstained. Motion Carried.
- Edward Falconer motioned to set the wage for Part-time Employees Bruce Wise and Shawn McLaughlin at \$17.50 per hour for the years 2024 and 2025, Mark Costello seconded. All voted yes, except for Shawn McLaughlin who abstained. Motion Carried.
- Shawn McLaughlin motioned to name Linda Falconer as Borough Representative for the Erie County Associations of Boroughs for the years 2024 and 2025 Edward Falconer seconded. All voted yes. Edward Falconer, Sean Falconer and Linda Falconer abstained Motion Carried.

- Shawn McLaughlin motioned to name Linda Falconer as Polling contact person for the years 2024 and 2025, Steve Yovich seconded. All voted yes. Edward Falconer, Sean Falconer and Linda Falconer abstained Motion Carried.
- David Alexander motioned to name Mark Costello as the Borough's Snow Removal Contact person for the years 2024 and 2025, Sean Falconer seconded. All voted yes. Motion Carried.
- Edward Falconer motioned to appoint Mike Grill/CCi Inspections as the Construction Code Inspectors; Mark Costello seconded. All voted yes.
- Edward Falconer motioned to appoint the following residents to the Planning Board: Paul Peters, Roberta McLaughlin, Kevin Skelly, Kevin Babcock, and Brian Peters, Shawn McLaughlin seconded the motion. All voted yes.
- Appointment of Zoning Hearing Board was tabled until the next regular meeting.
- It was moved by Edward Falconer and seconded by Mark Costello 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.
- Edward Falconer motioned to name Catherine Wise, Mark Costello and Shawn McLaughlin as Borough Representatives for the Erie Area Council of Governments (EACOG) for the years 2024 and 2025, Sean Falconer seconded. All voted yes. Mark Costello and Shawn McLaughlin abstained. Motion Carried.
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Edward Falconer motioned to adjourn the 2024 Reorganizational Meeting of the Mill Village Borough Council at 6:56 p.m., seconded by Mark Costello. Motion Carried Unanimously.

Mill Village Borough Regular Meeting
Wednesday – January 3, 2024

The Regular Meeting of the Mill Village Borough Council was then called to order at 6:56 p.m. In attendance: President Linda Falconer, Vice President Shawn McLaughlin, And Council Members: Edward Falconer, David Alexander, Mark Costello, Sean Falconer and Secretary/Treasurer Catherine Wise. The following people were in attendance: Tracy Ethridge, Kathy Abercrombie, Dawon & Diane Bogert.

Edward Falconer motioned to accept the Proposed Agenda. David Alexander seconded. All voted yes.

Shawn McLaughlin motioned to approve the Minutes from the December 6, 2023 and the December 31, 2023 Treasurer's Report. Edward Falconer seconded. All voted yes.

Secretary/Treasurer stated that a phone call was received concerning burning of garbage at a residence on North Main Street with noxious odors in the neighborhood. A letter will be sent along with the burning ordinance. If it continues DEP may need to be called.

Road Foreman Edward Falconer reported he cleaned off drains and removed fallen limbs. He noticed that the storm drain at Route 6 and Depot Street is plugging up.

Steve Yovich motioned to change the light on the back of the building to a motion light, put it on a timer or install an on/off switch, whichever is easier and cheaper. His motion also included having Electrician George Cornwell determine where to place the eye of the motion light, David Alexander seconded. Linda Falconer, David Alexander, Mark Costello, Sean Falconer, Shawn McLaughlin and Steve Yovich voted yes. Edward Falconer voted no. Motion Carried.

Dawson and Diane Bogert were present to state their case concerning letters received concerning cleaning up their property. They feel that the Borough is harassing them with the letters because their neighbors have complained about the junk on their property. Mrs. Bogert stated that they have health problems and do not have the money to clean up everything within the timeline stated in the letter. President Linda Falconer stated that this is a neighborhood dispute, and they need to work it out. Solicitor Tim Sennet will be advised of the situation.

The EACOG Schedule for 2024 was presented along with the County Aid amount for 2024. A resolution will be presented at the February meeting.

Discussion was held on the Speed Signs, the sign on the West end of time shuts down for short times. The company will be called to ask how to fix it.

Edward Falconer motioned to pay payroll and monthly bills for December 31, 2023, seconded by David Alexander. All voted yes.

Edward Falconer motioned to accept the resignation of Tax Collector Wynita Campbell. David Alexander seconded. All voted yes.

Edward Falconer motioned to appoint Tracy Ethridge to the Tax Collector position. Steve Yovich seconded. All voted yes.

A letter was received concerning a trench which may have been dug behind a house on East Center Street. The resident was in a facility and other people were staying at the house. Council advised that they call the Health Department – Josh Skopow – to check out the situation.

Discussion was held concerning the Mill Village Volunteer Fire Company. The new Councilmen were informed that Mill Village Borough has a 1% fire tax which is paid to the MVVFC. The Fire Co. has a Paid Staffing program – 2 EMT's stay at the building Monday thru Friday and are paid for their time. Mill Village Borough is liable to provide Fire and Ambulance Service for their residents according to the Borough Code.

Edward Falconer motioned to sign the Auditors Service letter from Buseck, Barger, Bleil & Co. Steve Yovich seconded. All voted yes.

The Winners of the 2023 Christmas Decorating Contest were as follows: 1st Place: Brian & Renee Campbell (\$100 gift card to Tops), 2nd Place: Mark & Lori Costello (\$50.00 gift card from Tops) and 3rd Place: Shannon & Kason Nye (\$25.00 gift card to Tops).

Edward & Linda Falconer will be attending the Erie County Borough Association Dinner on January 18, 2024. At the American Legion in Waterford.

General Comments from Council President: Linda stated that the local Fire Departments want to have a meeting, in the near future, concerning funds and co-operation between Mill Village Borough, LeBoeuf Township, Waterford Township, Waterford Borough, Rockdale Township, Mill Village Volunteer Fire Company and Stancliff Fire Company. 2 representatives from each entity will need to attend. Tabled.

General Comments from Solicitor: Absent

General Comments from the Mayor and Council:

Mayor Sam– Absent

Councilman E. Falconer – stated that he would like to know if the Fence at the Fertilizer plant is going to be replaced. The neighborhood is worried about dust coming from the plant this summer. Due to the fertilizer are they required to have a fence? The DEP may be asked about this.

Councilman McLaughlin– is wondering if there is a way to make the speed signs change color when the vehicle speeds are above 35mph or 45mph.

Councilman Alexander– asked why the stop signs on Main Street are there. This is a question for PennDOT.

Councilman Yovich– Commented that the Garage heat should only be set around 50 degrees to keep the skid from freezing.

Councilman Costello – asked about the Fire Tax and how it is paid to the Fire Department.

Councilman S. Falconer – No Comment

Steve Yovich moved to adjourn the meeting at 8:11 p.m. Seconded by Shawn McLaughlin, all in favor, motion carried.

The next meeting will be held on Wednesday – **February 7, 2024** at **6:30 p.m.**