



Valencia Borough Pennsylvania

Council Meeting Minutes – January 13, 2024

The meeting was called to order at 6:30 PM with the Pledge of Allegiance at the Valencia Borough building at 61 Almira Street, Valencia PA 16059.

| In Attendance | | | |
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| President Torey Verts | X | Mayor Lori Trosky | X |
| Vice President Josh Zimmerman | X | Secretary and Assistant Treasurer Amy Brown | X |
| Councilman Roger Grey | X | Treasurer and Assistant Secretary Bonnie Forsythe | |

Monthly Standing Business

- A. Changes to Agenda
- B. Motion to approve meeting minutes from December 9, 2024 as amended.
 - Motion: Councilman Grey Seconded: Vice President Zimmerman
- C. Reading of Financials and Treasurer’s Report
 - President Verts requested both YTD and Monthly reports moving forward.
- D. Motion to approve January 2025 expenses in the amount of \$7,572.18.
 - Motion: Councilman Grey Seconded: Vice President Zimmerman

Visitors and Public Comment (Limited to 5 Minutes)

Rich Trosky: suggested installing a light in the parking lot. Council did not object.

Department Reports

- 1. Mayor Update: No updates.
- 2. Parks and Recreation Update: Planning tractor maintenance for the spring. Would like gate at park. President Verts suggested calling 911 if suspicious activity is observed.
- 3. Planning Commission Update: No updates.

New Business

- 1. Engineers: Councilman Grey has spoken with Olsen Craft. Believes Valencia should retain Olsen Craft for MS4 work. Putting MS4 work out for bid in spring contingent on DEP approval. Expects to be billed less than \$3,000 for MS4 work in 2025. Councilman Grey also spoke with Scott Shoup. Shoup is interested in any work Borough would like to have done. Will send Councilman Grey fee schedule. Councilman Grey spoke with Ron Olsen regarding MESA. Has

not been able to get ahold of anyone at MESA to gauge interest in working for Borough. Councilman Grey will continue research into the three engineers and recommends keeping all three for 2025. There is a potential for an MS4 waiver for communities under a certain number of residents. Councilman Grey will follow up with Shoup to investigate further.

Vice President Zimmerman questioned roles of different engineers. President Verts explained that Olsen Craft/MESA for Borough, Scott Shoup for St. Barnabas. Olsen Craft also does MS4, MESA does roads.

Growing Greener grant: combined with Adams for streambed restoration. Borough must match 15%. Clearing streambanks for potential flooding.

2. Motion to reappoint Planning Commission for 2025 as seated.

Motion: Councilman Grey Seconded: Vice President Zimmerman

3. Motion to reappoint Zoning Hearing Board for 2025 as seated.

Motion: Councilman Grey Seconded: Vice President Zimmerman

4. Motion to reappoint Berkheimer as Valencia Borough's local tax collector for 2025, not including real estate tax.

Motion: Councilman Grey Seconded: Vice President Zimmerman

5. Motion to approve Resolution 2025-01 providing for the appointment of Sean Gallagher as Solicitor for Valencia Borough for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

6. Motion to approve Resolution 2025-02 providing for the appointment of Hosak, Specht, Muetzel and Wood, LLP, as auditor for the 2024 Borough audit and any other necessary accounting services for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

7. Motion to approve Resolution 2025-03 establishing The Butler Eagle as the official newspaper of record for the purpose of all legal notifications for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

8. Motion to approve Resolution 2025-04 providing for the appointment of Gary Peaco to the position of Building Inspector for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

9. Motion to approve Resolution 2025-05 providing for the appointment of Olsen Craft to the position of Borough Engineer for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

10. Motion to approve Resolution 2025-06 providing for the appointment of MESA to the position of Consulting Engineer for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

11. Motion to approve Resolution 2025-07 providing for the appointment of Scott Shoup to the position of Alternate Engineer for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

12. Motion to approve Resolution 2025-08 providing for the appointment of NexTier Bank as the depository for the Borough accounts for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

13. Motion to approve Resolution 2025-09 providing for the appointment of PLGIT as the depository for the Borough's investment accounts for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

14. Motion to approve Resolution 2025-10 providing for the appointment of Council President, Council Vice President, Council Member, Secretary, and Treasurer as authorized signatories on all Valencia Borough checking accounts for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

15. Motion to approve Resolution 2025-11 providing for the appointment of Amy Brown to the position of Secretary / Assistant Treasurer for Valencia Borough for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

16. Motion to approve Resolution 2025-12 providing for the appointment of Bonnie Forsythe to the position of Treasurer / Assistant Secretary for Valencia Borough for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

17. Motion to approve Resolution 2025-13 providing for the appointment of Chris Rearick as Zoning Officer for Valencia Borough for 2025.

Motion: Councilman Grey Seconded: Vice President Zimmerman

18. Motion to approve Resolution 2025-14 allowing the Local Government Academy to complete a Financial Health Assessment for Valencia Borough.

Motion: Councilman Grey Seconded: Vice President Zimmerman

19. Motion to approve the purchase of Microsoft Office for 2025 in an amount not to exceed \$150.

Motion: Councilman Grey Seconded: Vice President Zimmerman

20. St. Barnabas PRD: received email from developer. Plan to build more patio homes in 2025. President Verts explained process. Still outstanding landscaping issues. Needs to be discussed on how to proceed. Previous planting was done during drought and many plants died. St. Barnabas previously removed 2 acres of trees. Were supposed to replant 500 but they did not. Chris Rearick recommended making sure additional trees are planted prior to approving new PRD. President Verts working on confirming what species have already been planted.

21. Items Pertaining to 2025 Budget

- a. Potential revenue ideas: President Verts suggested cable franchising fees. Borough already has appropriate ordinance in place for Armstrong from 1979. Councilman Grey will pursue fees. President Verts also suggested updating and increasing the Borough fee schedule. Will discuss further with Chris Rearick. Council did not have any objections.
- b. Meeting with Adams regarding emergency services costs: President Verts is attempting to set up.

- c. Treasurer's bond: Councilman Grey would like to reduce to \$100,000. President Verts suggested no lower than \$225,000. Vice President Zimmerman suggested checking with LGA during financial health assessment and verifying with insurance company what exactly bonding covers. President Verts will find out cost for \$150,000.
- d. DCED meeting: Initial meeting was held and financial concerns were presented. DCED recommended LGA performing Financial Health Assessment. Councilman Grey does not believe this is necessary for the Borough, believes Borough already has answers that LGA would provide. Vice President Zimmerman stated that this is just the first step in aid state may be able to provide. President Verts would like a third party to verify what Borough has already done. State money is potentially available. Concerns regarding requirements from Borough. Vice President Zimmerman suggested dividing between Council members, staff, and volunteers. Council did not object and will move forward with assessment. President Verts will serve in role of Finance Committee and check if Mayor Trosky can participate.

22. Statement of Financial Interest Forms: Need completed by May 1, 2025.

23. Calendar Review: President Verts went over upcoming state and federal reports.

Old Business

1. Quickbooks: Will need Treasurer Forsythe's input. Already approved up to \$800. Councilman Grey willing to make purchase with correct link.
2. Payroll: Secretary Brown and Treasurer Forsythe suggested paying once a month. Council did not object.
3. Minute Book
 - a. Motion to approve the purchase of a minute book in an amount not to exceed \$400.00.

TABLED

Correspondence

Executive Session

Next Meeting

February 10, 2025 at 6:30 PM

Adjourn Meeting 8:30 PM Motion: Councilman Grey Seconded: Vice President Zimmerman

<http://ValenciaBoro.org>