



Valencia Borough Pennsylvania

Council Meeting Minutes – December 9, 2024

The meeting was called to order at 6:35 PM with the Pledge of Allegiance at the Valencia Borough building at 61 Almira Street, Valencia PA 16059.

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

Monthly Standing Business

A. Changes to Agenda

Move Treasurer’s Report to Financial section of the agenda moving forward.

Revised Expenses for Approval to include \$50.09 to People’s Gas and \$75.00 to Butler Eagle.

Next meeting should be January 13, 2025, not December 9, 2024.

B. Motion to approve meeting minutes from November 11, 2024

Motion: Councilman Grey

Seconded: Vice President Zimmerman

Carried 3.0.0

C. Reading of Financials

No comments from Council.

D. Motion to approve December 2024 expenses in the amount of \$6,437.30.

Motion: Councilman Grey

Seconded: Vice President Zimmerman

Carried 3.0.0.

E. Motion to approve December 4 and December 6 payroll in the amount of \$229.08.

Motion: Councilman Grey

Seconded: Vice President Zimmerman

Carried 3.0.0.

Visitors and Public Comment (Limited to 5 Minutes)

Judy Goertz: in attendance to observe.

Brian Himmelstein: questioned whether the County might have copies of QuickBooks software that the Borough could get for less money.

Department Reports

1. Mayor Update: Mayor Trosky not in attendance.
2. Parks and Recreation Update: Rich Trosky not in attendance.
3. Treasurer's Report
4. Planning Commission Update: Did not meet in December. Plan to communicate via email. Julie Himmelstein working on yearly report, Vice President Zimmerman working on Ordinance 93.

New Business

1. Storm Water Fee: Councilman Grey has done research on Olsen Craft. Spoke with Mike Fleming from Mars Borough. Wants to build relationship with Olsen Craft. Grey requested Olsen Craft to break out MS4 costs. Should be Borough's biggest engineering expense for next year. Authority can levy storm water fee to community to pay for MS4, Councilman Grey suggested doing this for Valencia. Inquiring as to whether a Borough can levy this fee. Cranberry Township does. Working with Berkheimer to find out. President Verts has spoken with Chris Rearick about this in the past. President Verts highlighted that any storm water fees collected must be spent on storm water expenses. President Verts and Vice President Zimmerman supported Councilman Grey continuing to investigate.
2. Discussion of Contracted Services for 2025: Intend to keep all contracted services the same for 2025.
3. Minute Book: Forsythe to look at what is actually required.
 - a. Motion to approve the purchase of a minute book in an amount not to exceed \$400.00.

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4. Website and Email Discussion: Vice President Zimmerman has investigated the website. Secretary Brown suggested rebuilding website on a platform that does not require coding. Vice President Zimmerman is conducting a cost analysis but agrees it needs simplified. President Verts and Councilman Grey supported a change to a more simplified and cheaper option. Vice President Zimmerman will meet with Secretary Brown and Treasurer Forsythe to discuss further. President Verts expressed importance of being able to migrate current emails.
5. Final 2024 To-Do: Treasurer Forsythe will follow up with NexTier to remove former president Vigue and add Vice President Zimmerman as signors. Treasurer Forsythe will follow up regarding quarterly payroll payments to be made online. Squire was making payments with physical checks through the mail. Treasurer Forsythe and President Verts working together to reconcile QuickBooks for end of 2024.

Old Business

1. 2025 Budget

- a. Motion to amend the advertised 2025 budget to include \$43,362.71 under line item 3920100.

Motion: Councilman Grey Seconded: Vice President Zimmerman

- b. Motion to approve 2025 budget with revenues of \$141,970.91 and Expenses of \$141,970.91.

Motion: Vice President Zimmerman Seconded: Councilman Grey

2. Tax Increase

- a. Motion to approve Ordinance 240 for the purpose of increasing the tax rates for residents by two and a half (2.5) mills starting January 2025. This includes a 2 mill increase for general tax and the introduction of a .5 mill ambulance tax.

Motion: Councilman Grey Seconded: Vice President Zimmerman

3. PLGIT: Cash in large CD and move that amount to PLGIT's highest yielding account. Will investigate what the third CD is for.

- a. Motion to approve Resolution 2024-01 providing for the appointment of Pennsylvania Local Government Investment Trust (PGLIT) as the depository for the Borough's money market and investment accounts for 2024.

Motion: Councilman Grey Seconded: Vice President Zimmerman

4. Powell Property: Still in conversations. President Verts and Vice President Zimmerman will follow up. Powells are supposed to come to Council with letter stating what they would like. Councilman Grey does not want any follow up until they present their request in writing.

5. Laptop and QuickBooks Update: Councilman Grey ordered laptop and it should be delivered early January. Treasurer Forsythe – need newer and second version of QuickBooks for new laptop. 2018 and up will allow manual payroll entry. Treasurer Forsythe suggested purchasing the newest version, as stated in motion.

- a. Motion to approve the purchase of QuickBooks Desktop Pro Plus in an amount not to exceed \$800.00.

Motion: Councilman Grey Seconded: Vice President Zimmerman

6. St. Barnabas: Agreed to pay \$35 per unit for 2025 ambulance fee per JD Turko and Conrad Pfeifer. Quality would still like residents to pay the annual subscription. St. Barnabas contribution and Valencia donations do not cover what Quality was requesting. President Verts stated that Mr. Turko inquired about paying for police/fire/EMS and asked about being billed. President Verts will ask Sean Gallagher if this is possible.

7. State Quarterly Payments: discussed in 2024 to-do list.

8. Mailbox and Street Sign Installation: mailbox was delivered. Will wait for R. Trosky to return to install.

Correspondence

Borough received a Certificate of Completion for completing 2024 local government officials course. President Verts and Mayor Trosky attended.

Executive Session

Legal Matters

Enter - 8:20 PM Motion: Councilman Grey Seconded: Vice President Zimmerman

Adjourn – 8:34 PM Motion: Councilman Grey Seconded: Vice President Zimmerman

Next Meeting

January 13, 2025 at 6:30 PM

Adjourn Meeting 8:34 PM Motion: Councilman Grey Seconded: Vice President Zimmerman

<http://ValenciaBoro.org>