

The Borough of Sewickley

Pennsylvania

INCORPORATED 1853

BOROUGH MANAGER'S OFFICE

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MAYOR
Brian F. Jeffe

COUNCIL MEMBERS

PRESIDENT
Jeff Neff

VICE-PRESIDENT
Todd Renner

PRESIDENT PRO TEM
Sean Figley

Christine S. Allen
William Cornman
Thomas DeFazio
John Dunn
Larry Rice
Hendrik van der Vaart

**BOROUGH MANAGER/
SECRETARY**
Kevin M. Flannery

BOROUGH SOLICITOR
Richard B. Tucker

TAX COLLECTOR
Joshua Munn

**ZONING/
CODE ENFORCEMENT**
Nancy Watts

TO: President Jeff Neff
Vice President Todd Renner
Councilperson Christine Allen
Councilperson William Cornman
Councilperson Thomas DeFazio
Councilperson John Dunn
Councilperson Sean Figley
Councilperson Larry Rice
Councilperson Hendrik van der Vaart
Mayor Brian Jeffe
Solicitor Richard Tucker

FROM: Kevin M. Flannery
Borough Manager and Secretary

DATE: January 5, 2018

RE: Borough Manager's Report

B. ROAD PROJECTS

The 2018 Road Project includes Elwick Street, from Ferry Street to Walnut Street; and Canterbury Lane from Centennial Avenue to Grove Street.

The Utility Meeting is scheduled for January 11, 2018, and the Residents Meeting will be on January 24, 2018, at 5:30 p.m.

C. FUEL PRICES

Fuel prices increased slightly during the month.

D. COUNCIL ORIENTATION

Council Orientation for the Cochran Hose Company is on Monday, January 15th, at 6:00 p.m. The orientation for the Police Department is scheduled for Tuesday, February 13, 2018, at 6:00 p.m.

Attached are Borough Council Rules of Procedures for proposed updating.

E. GREEN LIGHT-GO PROGRAM UPDATE

Wellington Power is scheduled to resume work on the project during the week of January 8th. They will next install the new timing. We have reviewed timing difficulties, such as 8 to 10 cars being able to cross the bridge and only 6 to 8 cars able to make a left turn. The contractor intends to complete the installation by the end of January.

F. 2016 MUNICIPAL LIEN REPORT

Attached is the Municipal Lien Report indicating that 136 Municipal Liens were processed in 2017. Municipal liens generate \$35 per lien request.

For purposes of comparison:

<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
158	155	124	137	140

G. MEMO TO EMPLOYEES

Attached is a memo regarding health care contributions, 2018 Pay Dates and Pension Reports.

H. BIDDING THRESHOLD FOR 2018

Attached is a memo indicating the Bidding Threshold Requirements for 2018.

I. INTERNAL REVENUE SERVICE 2018 MILEAGE REIMBURSEMENTS

The 2018 Mileage Reimbursement is increased to 54.5 cents per mile.

J. AUTHORITIES, BOARDS AND COMMISSIONS ATTENDANCE RECORDS FOR 2018

Attached are annual attendance reports for the Planning Commission, the Shade Tree Commission and the Parking Authority.

K. 2018 COMMUNITY EVENTS

An Approval Request for 2018 Events for the Community, Explore Sewickley and the Sewickley Valley Chamber of Commerce.

L. OPERATING AGREEMENT WITH THE SEWICKLEY PARKING AUTHORITY

Pursuant to Council's action of December 12, 2017, the Operating Agreement has been forwarded to the Parking Authority. The Parking Authority Meeting is on Monday, January 15, 2018, at 6:00 p.m.

M. CHRISTMAS TREE RECYCLING

We have been picking up Christmas trees since January 3rd, and they will be picked up until the end of the month. The trees are being chipped and the chips are being used in areas around some of our parks to control the growth of poison ivy and poison oak. If you are contacted about the Borough picking up Christmas trees, please forward the address to the office and we will be sure that they are picked up as soon as possible.

N. FINANCIAL SOFTWARE UPDATE

The new financial package went live in January. Payroll of January 4th has been the main function so far.