

**BOROUGH OF WILMERDING  
NOTES FROM APRIL 6, 2021 WORKSHOP**

**ENGINEER – L. HEMPHILL:** I do not have anything new to report on the items I presented last month. Act 152 Demolition grant application has been submitted for 8 properties. Paving on Airbrake and 5<sup>th</sup> Street should begin around April 15<sup>th</sup>.

**K. MAXWELL:** we have been waiting on information for the park grant, can you get an update for us.

**L. HEMPHILL:** yes, I will check with Dave.

**J. HARTZELL:** why did we need 3 engineers to attend a construction meeting for the Westinghouse sewer project?

**L. HEMPHILL:** We like to ensure that we have anyone there that would be able to play an important role in the project. I can ask Dave for more specifics and get you a better answer.

**K. MAXWELL:** Paula and I spoke about the arrows on Herman and the alley. What was the bill for Cleveland Brothers?

**C. LANG:** There was an issue during the snow with a check engine and emergency brake light that came on and would cut the engine. After several attempts to get it repaired, they had to take the machine and give us a loaner. So, a portion of that bill is for the repairs for that issue that was an emergency, and while they had it, they did the annual service on it.

**G. EVASHAVIK:** I prepared a condemnation notice for 2 properties at 334 and 336 Wood Street both owned by Landis Properties. After talking with Caroline, I left the notice opened to either an in-person meeting or a virtual meeting for May, but you will have to make a decision at least 1 week in advance so that we can advertise.

**S. SHURGOT:** yes, we can do this at May's meeting at 6:30.

**G. EVASHAVIK:** I explained in the notice that they should contact Caroline to see which format and it will have to be posted as we usually do. The engineer will have to be prepared to testify that he recently inspected and talk about the condition of the property. The second item was the inquiry on the tax collector. This had been an ongoing topic of discussion regarding the Boroughs obligation to pay which the school district shares as well. The latest question was regarding providing an office for the tax collector and requiring that certain hours be set.

**S. SHURGOT:** also, we had talked about requiring him to leave the records in the building and not at his home.

**G. EVASHAVIK:** the statute in Pennsylvania tax collector law that dictates what a tax collector must do, can do, cannot do and so forth. Specifically, section 54-11.13 is titled collectors required to be in attendance. After reviewing this it means that he can collect from his house as long as he is available 3 days of each week during the last 2 weeks of the period during which discounts are aloud. This can be at his residence or some other designated place.

**P. SHURGOT:** does he have to have his house handicap accessible?

**G. EVASHAVIK:** it doesn't say anything about that in the statute but could be in the ADA requirements.

**K. MAXWELL:** it did say in the Tax Collectors handbook. It said it must be ADA compliant and he should refer to his homeowner's insurance for liability coverage of our property.

**S. SHURGOT:** in one of his letters, he had asked for an office in the Borough Building and, in our workshop, council was inclined to discuss that tonight, but our concern is the handicap accessibility and they though it may be better for him to use the building. If we give him an office can, we tell him we want the records kept onsite.

**G. EVASHAVIK:** no the law does not require that.

**J. THOMAS:** part of the other issue was a computer that we do have available, but I feel we should mandate that it stays in the office.

**G. EVASHAVIK:** I think that's a great idea, but you would have to present it to him. I have prepared a draft letter for your review, there are requirements. He is mandated to provide reports.

**S. SHURGOT:** I did share that letter at the workshop but then the decision changed, and everyone felt it would be better to have him in the building.

**K. MAXWELL:** if he continues to do this from home is it considered a business?

**G. EVASHAVIK:** no, it is not a private business, he is an elected official. We may be able to conduct a safety inspection because he is opening his home to the public.

**L. KIRK:** if he is keeping his records at home can we require a backup offsite?

**G. EVASHAVIK:** do we know how he keeps his records?

**J. THOMAS:** we basically have a report. He gives us the information throughout the year with check numbers and payment amounts and then I put it into a spreadsheet that I keep. At the end of the year, he generates a delinquent report for Maiello, and he goes into the next year so I'm not sure what kind of records he would keep.

**G. EVASHAVIK:** he is required to give you a report monthly with the necessary information.

**J. HARTZELL:** under the law does it stipulate that it needs to be audited?

**G. EVASHAVIK:** I wasn't looking for that, but I don't recall seeing anything on that. He is independent from the council, he's not an employee of the Borough so we cannot order him what to do.

**L. HEMPHILL:** to go back to the questions I was asked, there were 3 of us on Westinghouse because Ted was there as an inspector, I was there because I attend your meetings and Dave was there because he has the authority to pass the job site. For the park grant, the state has not acted on last years application but the grant is reopening in May so we can reapply for it.