

**REORGANIZATION MEETING MINUTES**  
**MILLVALE BOROUGH COUNCIL**  
**Tuesday, January 2, 2024 – 6:30pm**  
**Council Chambers, 501 Lincoln Avenue, Millvale, PA**

The reorganization meeting of the Millvale Borough Council was called to order at 6:29pm.

Mayor Spoales noted that the meeting was being recorded.

Everyone stood for the Pledge of Allegiance.

**Roll Call**

*Members Present:*

Brian Spoales, Mayor  
James Machajewski  
Al Atkinson  
Paul Bossung  
Katie Dembowski  
Tyler Halt  
Denise Rudar  
William G. Stout  
John Scott Davis, Borough Tax Collector

*Also Present:*

Ed Figas, Borough Manager  
Solicitor Dalfonso  
Chief Tim Komoroski  
Michele Revay, OSMA  
Sergeant Michael Dickson  
Code Officer Karl Cavanaugh  
Borough Treasurer Sheri Cavanaugh  
Public Works Foreman/Asst. Mgr Joe Kypta  
Officer Jennifer Harpur  
Officer Zachary Potetz

Council members then presented affidavits of residency and then were sworn in by the Honorable Daniel J. Konieczka.

John Scott Davis was then sworn in as Tax Collector by the Honorable Daniel J. Konieczka.

**Mayor Spoales took nominations for President of Council**

Al Atkinson nominated James Machajewski. Seconded by Paul Bossung.

Roll Call Vote: Atkinson – Yes; Bossung – Yes; Dembowski – Yes; Halt – Yes; Rudar – Yes; Stout – Yes; Machajewski - Yes. Motion carried 7-0.

**Council President asked for nominations for Vice-President**

Paul Bossung nominated Al Atkinson. Seconded by Jim Machajewski.

Roll Call Vote: Atkinson – Yes; Bossung – Yes; Dembowski – Yes; Halt – Yes; Rudar – Yes; Stout – Yes; Machajewski - Yes. Motion carried 7-0.

**Borough Motions**

Motion by Mr. Atkinson, second by Mrs. Dembowski, to reappoint Eddie Figas as Borough Manager/Secretary and ratify his 2024-2025 contract. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Halt, to reappoint Tim Komoroski as Chief of Police and ratify his 2024-2025 contract. Motion carried 7-0.

Motion by Mr. Bossung, second by Mrs. Rudar, to use the Tribune-Review as the designated newspaper for the Borough through January 5, 2025. Motion carried 7-0.

Motion by Mrs. Dembowski, second by Mr. Bossung, to make First National Bank, Millvale Branch, as the Depository of Funds through January 5, 2025. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Bossung, to appoint Council President, Vice-President, Manager and Assistant Manager as check signatories through January 5, 2025. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Dembowski, to Designate Zions Bank as custodian and depository for Uniform and Non-Uniform Pension Funds through January 5, 2025. Motion carried 7-0.  
Motion by Mr. Bossung, second by Mrs. Halt, to Designate PLIGHT as depository for short-term funds from Commonwealth through January 5, 2025. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Halt, to Designate Bank of New York Mellon as depository for long term investment funds through January 5, 2025. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Halt, to Exonerate Tax Collector Scott Davis for uncollected 2023 real estate taxes in the amount of \$163,800.72 and turn over to Keystone. Motion carried 7-0.

Motion by Mrs. Halt, second by Mrs. Dembowski, to hire Kenneth Wolfenden as a Full-Time Public Works Employee. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Atkinson, to acknowledge and approve Officer Zach Potetz as Detective per CBA, MOU and Borough Detective job description. Motion carried 7-0.

At this time, Chief Komoroski made a speech congratulating Detective Potetz.

Detective Potetz thanked Borough Council, staff, the Borough Police Department and the Public for the support.

Motion by Mrs. Rudar, second by Mr. Stout, to approve expenditure of designated general funds for Council persons and staff to attend the ACBA banquet, February 3, and Spring Conference, April 4-7. Motion carried 7-0.

### **Borough Resolutions**

Motion by Mrs. Dembowski, second by Mr. Atkinson, to Appoint Pat Knierm chairperson of the Vacancy Board for term of one-year and set forth as Resolution No. 2918. Motion carried 7-0

Motion by Mr. Stout, second by Mr. Bossung, to Appoint Joe Kypta as Public Works Supervisor and Assistant Borough Manager for two-year term and set forth the motion as Resolution No. 2919. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Atkinson, to Appoint Sheri Cavanaugh as Administrative Accountant and Borough Treasurer for two-year term, and set forth the motion as Resolution No. 2920. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Dembowski, to Appoint Aaron Flook as Director of Planning and Zoning for two-year term, and set forth this motion as Resolution No. 2921. Motion carried 7-0.

Motion by Mrs. Halt, second by Mr. Bossung, to Appoint Karl Cavanaugh as Chief Code Officer for two-year term and set forth this motion as Resolution No. 2922. Motion carried 7-0.

Motion by Mrs. Dembowski, second by Mrs. Rudar, to Appoint Jim Tunstall, Sr. as Code Officer for two-year term, and set forth this motion as Resolution No. 2923. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Bossung, to Appoint Alyssa Peters as the Community Social Worker for a two year term, and set forth this motion as Resolution No. 2924. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Rudar, to Appoint Michele Revay as Office & Social Media Administrator for two-year term, and set forth this motion as Resolution No. 2925. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Atkinson, to Appoint Ray Dembowski as Public Works Project & Operation Coordinator for two-year term, and set forth this motion as Resolution No. 2926. Motion carried 7-0.

Motion by Mrs. Halt, second by Mrs. Rudar, to Appoint Maher-Duessel, as auditor and to provide other necessary accounting services for two-year term and set forth this motion as Resolution No. 2927. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Rudar, to Appoint the firm Dodaro, Matta and Cambest with Jack Cambest as Solicitor for two-year term, and set forth this motion as Resolution No. 2928. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Dembowski, to Appoint the firm G-R-B with Emily Mueller as Solicitor to Zoning Hearing Board for two-year term, and set forth this motion as Resolution No. 2929. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Halt, to Appoint Gateway Engineers as Consulting Engineer with Bob Maher as Project Manager for a two-year term., and set forth this motion as Resolution No. 2930. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Halt, to Appoint Professional Code Services as Building Officials for two year term., and set forth this motion as Resolution No. 2931. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Bossung, to Appoint Borough Tax and Fee collectors, Scott Davis – Borough Real Estate, Jordan – Alcosan, GRJSA, Solid Waste, Keystone – Delinquent Real Estate, Business Privilege Mercantile, EIT, LST., and set forth this motion as Resolution No. 2932. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Dembowski, to Appoint Mockenhaupt Benefits Group as Actuarial to Uniform and Non-Uniform Pension Plans, and set forth this motion as Resolution No. 2933. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Bossung, Appoint Cornerstone / Voya as Uniform and Non-Uniform Pension Investment Advisor for two-year term, and set forth this motion as Resolution No. 2934. Motion carried 7-0.

Motion by Mr. Bossung, second by Mrs. Rudar, Appoint US Asset Management as Investment Advisor to Long Term Investment Fund for two-year term, and set forth this motion as Resolution No. 2935. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Halt, to Appoint Kore Technologies as the IT Service Provider for a two year term, and set forth this motion as Resolution No. 2936. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Dembowski, Appoint Sheri Cavanaugh to Educational Services Agency for three-year term., and set forth this motion as Resolution No. 2937. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Halt, Appoint Ray Lardin to the Zoning Hearing Board for three-year term, and set forth this motion as Resolution No. 2938. Motion carried 7-0.

Motion by Mrs. Halt, second by Mr. Bossung, Appoint Mrs. Rudar to Tree Committee for three-year term., and set forth this motion as Resolution No. 2939. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Dembowski, Appoint Mayor Spoales Delegate and Mr. Machajewski Alternate to ACBA for one-year term., and set forth this motion as Resolution No. 2940. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Halt, Appoint Mr. Atkinson Delegate and Mr. Machajewski Alternate to NHCOG for one-year term., and set forth this motion as Resolution No. 2941. Motion carried 7-0.

Motion by Mrs. Dembowski, second by Mrs. Halt, Appoint Mr. Stout, Mrs. Rudar and Manager to CONNECT for one-year term, and set forth this motion as Resolution No. 2942. Motion carried 7-0.

Motion by Mr. Stout, second by Mr. Bossung, Appoint Mayor Spoales Delegate to MCDC for one-year term, and set forth this motion as Resolution No. 2943. Motion carried 7-0.

Motion by Mrs. Halt, second by Mrs. Rudar, Appoint Mr. Machajewski Delegate and Manager Figas alternate to TCLB for one-year term, and set forth this motion as Resolution No. 2944. Motion carried 7-0.

Motion by Mr. Bossung, second by Mrs. Dembowski, Appoint Treasurer Delegate and Manager alternate to ANTCC for one-year term., and set forth this motion as Resolution No. 2945. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mr. Bossung, Appoint Manager as Open Records Officer for two-year term, and set forth this motion as Resolution No. 2946. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Rudar, Appoint Jan Carlos as member of the Planning Commission for four-year term., and set forth this motion as Resolution No. 2947. Motion carried 7-0.

Motion by Mr. Atkinson, second by Mrs. Rudar, Appoint David Hammond as member of Civil Service Commission for six-year term., and set forth this motion as Resolution No. 2948. Motion carried 7-0.

Motion by Mr. Stout, second by Mrs. Dembowski, to Appoint Joe Kypka to the GRJSA Board, representing Millvale for a five-year term, and set forth this motion as Resolution No. 2949. Motion carried 7-0.

Motion by Mrs. Halt, second by Mr. Bossung, to Appoint Jim Machajewski as Emergency Management Coordinator for a two year term, and set forth this motion as Resolution No. 2950. Motion carried 7-0.

Motion by Mrs. Rudar, second by Mrs. Dembowski, Establish reasonable attorney costs of collection for delinquent real estate tax and imposing such fees upon the delinquent payer., and set forth this motion as Resolution No. 2951. Motion carried 7-0.

Motion by Mr. Bossung, second by Mrs. Rudar, Approve Council meeting participation by telecommunication device., and set forth this motion as Resolution No. 2952. Motion carried 7-0.

#### **Public Comment**

None.

#### **Adjournment**

The meeting adjourned at 6:55 PM.

James Machajewski, Jr., President

Eddie Figas, Borough Manager