

FEBRUARY 2025 AGENDA

- Pledge of Allegiance to the Flag
- Call to Order by Council President Leah Rich
- Roll Call by Secretary
- Public Comments:
- Comments & Approval of January 2025 Minutes:
Motion to approve:
- Comments and approval of January 2025 Treasury Financial Report
Motion to approve:
- Mayor /Ordinance Officer Comments:
- Building Permits: As per Mark Cypher, 0
- Zoning Permits: 0
- **RESOLUTIONS:**
 - 13 -2025 Right to Know fee per copy requested

UNFINISHED BUSINESS:

- Cheryl Hale is still working on research and collecting information needed for the Borough Audits from 2018 through 2022. Cheryl has also contacted both CPAs interested in quoting bids to complete these audits.
- Pat Walt has provided the first Newsletter for the Borough. Still have a few items to add.

NEW BUSINESS:

- Denise Maughan suggested an Outdoor Literature Holder for the newsletter to be placed at the old Food-A-Rama and/or the Madison Borough Office. Sizes and costs vary from \$8.99 to \$24.00. Also, display stands to be placed at Post office and/or Monthly meetings.
Motion to Approve:
- Secretary Cheryl Hale would like to purchase office supplies, File Folders and File Folder hangers and manilla envelopes.
- Leah Rich purchased signs for the park (Park Closed, No Trespassing) with the cost of \$62.86.
Motion to Reimburse Leah for the cost of the Signs:

- Discuss adding Payroll Core to QuickBooks to make paying payroll taxes and filing quarterly and year end reports more efficiently for both employees and contractors (1099) with less cause for error and saves on penalties and interest. The cost would be an additional \$50.00 per month, with the first
- Discuss changing our S&T Bank from Small Business Online to Business Online. In trying to reconcile our January S&T Bank statement with QuickBooks, as done in the past, Cheryl Hale could not. With both the Bank and QuickBooks updates the connection was lost and cannot be restored. The cost of changing Banking classifications is \$15.00 Per month. Cheryl Hale can also research other banks to see if we can avoid these charges.
Motion to approve Change:
- Discuss new Park enhancements. Suggestions for applying for grants.
- Discuss a donation to Westmoreland County Boroughs Association, quarter (1/4) page with a cost of \$55.00.
- Discussion of sealing walking track at the Borough Park.
- Discuss bidding for Storm Drain Cleaning and Roadway sweeping.
- Discuss placing advertisement for Grass Mowing for the spring.
Motion to Place ad:

Debit Card Purchases January 2025: \$ 389.91

Website Set Up Fee: \$ 356.16

Website Monthly Fee: \$ 33.75

Motion to Approve: Debit Card Transactions

January 2025 Bills Paid: \$ 11,582.53

General

- MAWC: (Hydrants): \$ 166.00 **Paid:** 01/23/2025
- West Penn Power (Master/Park): \$ 42.03 **Paid:** 01/17/2025
- Comcast: \$ 162.21 **Paid:** 01/23/2025
- QuickBooks: \$ 68.90 **Paid:** 01/23/2025
- Berheimer LST: Interest/Penalties 2022: \$ 71.10 **Paid:** 01/28/2025
- Berheimer: 4th Qtr 2024 EIT/LST: \$ 52.66 **Paid:** 01/23/2025
- PA Treasury: 4th Qtr 2024 W/H: \$ 130.96 **Paid:** 01/28/2025
- PA Dept of Labor & Industry: 4th Qtr UC: \$ 2.99 **Paid:** 01/30/2025
- US Treasury: 4th Qtr Fed W/H: \$ 1,194.61 **Paid:** 01/30/2025
- Mears, Smith, Houser, Boyle: Paper Alley: \$ 432.00 **Paid:** 01/16/2025
- Bruno Holnaider: Snow Removal: \$ 1,550.00 **Paid:** 01/16/2025
- GKD DeFurio Mongell: Bond Renewal: \$ 173.75 **Paid: 01/16/2025**
- MVFD: Yearly Rent: \$ 6,000.00 **Paid:** 01/16/2025
- TribLive: Meeting Advertisements: \$ 224.00 **Paid:** 01/25/2025
- Cheryl Hale: Monthly Payroll: \$ 1,036.27 **Paid:** 01/30/2025

PLGIT

- West Penn Power (Street Lights): \$ 261.61 **Paid:** 01/17/2025
- West Penn Power (4-way Flasher): \$ 13.44 **Paid:** 01/17/2025

Motion to Approve: January 2025 bills paid.

February 2025 Bills to be paid (estimated) \$ 4,196.56

General

- MAWC: (Hydrants): \$ 166.00 **Due:** 02/15/2025
- MAWC: (Mill Street): \$ 80.00 **Due:** 02/15/2025
- West Penn Power (Master/Park): \$ 46.77 **Due:** 02/17/2025
- Comcast: \$ 157.58 **Due:** 02/20/2025

- *QuickBooks*: \$ 68.90 **Due:** 02/23/2025
- *Holnaider Snow Removal*: January 2025 \$ 2,000.00 **Due:** 02/16/2025
- *PA State Mayor's Assoc.*: Membership Dues: \$ 70.00 **Due:** 02/25/2025
- *Leah Rich*: Park Signs: \$ 62.86 **Paid:** 01/30/2025
- *Cheryl Hale*: Monthly Payroll: \$ 1,152.00 **Due:** 02/28/2025

PLGIT

- *West Penn Power* (Street Lights): \$ 377.94 **Due:** 02/17/2025
- *West Penn Power* (4-way Flasher): \$ 14.51 **Due:** 02/17/2025

Motion to Approve February 2025 estimated bills to be paid.

ADJOURNMENT: Motion to Adjourn