

**Borough of Ben Avon**  
**7101 Church Avenue, Ben Avon, Pennsylvania 15202**  
**February 4, 2020**  
**Council Work Session**  
**Minutes**

**Call to Order**

Council Vice President Megan Dolan called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

**Council Members Present**

Jennifer Bett (via phone), Megan Dolan, Henry Casale, Kara Roggenkamp, David Stoeckle

**Council Members Absent**

Ken Opiery, Rick Wagner

**Others Present**

Melanie Holcomb, Mayor

Terrie Patsch, Borough Secretary

**Public Participation** – *There was no Public Participation*

**Presentation**

Jeff Howard, Howard Insurance Agency

Mr. Howard attended to present a review of the Borough's insurance coverage and answered questions from council members. Following inquiries by several council members, Mr. Howard will present council with quotes for playground equipment coverage and cyber security coverage.

**Administration Report** – *Report Given by Jennifer Bett*

Pension Plan Chair

Mrs. Bett reported that a member of council needs to be named by resolution to oversee the police and non-police pension plans. Mr. Casale agreed to the position, and the appointment will be voted on at the February 18<sup>th</sup> council meeting.

Avonworth Park Representative

Mrs. Bett reported that Mitchell Wright has agreed to represent Ben Avon as a voting representative on the ACORD Park Executive Board. Mr. Mitchell's appointment will be formally voted upon at the February 18<sup>th</sup> council meeting.

**Public Affairs / Communications Report** – Report given by Jennifer Bett

2020 Census

Mrs. Bett stated she will place information concerning the upcoming 2020 census on the website to remind residents that the census takers will be in the borough in the coming months.

**Public Works Report** – No Report given

**Public Safety/Code Enforcement Report** – Report given by David Stoeckle

Rental Property Inspections

Mr. Stoeckle reported that letters were distributed to properties in the borough out of compliance with rental inspection ordinances. Property owners who have not responded within the specified timeframe will be cited and fined.

**Quaker Valley COG Report** – No Report Given

**New Business**

Census Bureau Request

Mayor Hughes-Holcomb reported a request from the Census Bureau confirming borough map boundaries. The Mayor reviewed the map sent by the Bureau and compared it to several in the office and will respond to their request.

Mayor Hughes-Holcomb also reported attendance at two recent meetings – Avonworth Greenspace and Shenango Re-Imagined Advisory Council. She stated the Advisory Council will host a meeting at the Robert Morris Sports Center on Wednesday, February 19 at 7:00 p.m. which is open to the public.

**Old Business** – No Old Business

**Executive Session** – To discuss contract matters

Motion: Mr. Casale; Second: Mr. Stoeckle; motion carried by unanimous voice vote to adjourn to Executive Session at 8:12 p.m.

Motion: Mr. Casale; Second: Mr. Stoeckle; motion carried by unanimous voice vote to return to the council work session.

**Adjournment**

Motion: Mr. Casale; Second: Mr. Stoeckle; motion carried by unanimous voice vote to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

*Terrie Patsch*

Ben Avon Borough Secretary