

**BOROUGH OF CLARKS SUMMIT
BOROUGH COUNCIL MEETING
MAY 2, 2012**

The May Borough Council Meeting for the Borough of Clarks Summit was conducted on Wednesday, May 2, 2012 at 7:00pm. The meeting was held in the Borough Council Chambers 2nd floor, 304 S. State Street, Borough of Clarks Summit, County of Lackawanna and Commonwealth of Pennsylvania. Council Members in attendance were Gerrie Carey, Roy Davis, David Jenkins, Herman Johnson, Patricia Lawler, Donald Moyer, Pat Williams (arrived at 8pm), Mayor Harry Kelly, Solicitor Patrick Rogan, and Virginia Kehoe.

CALL TO ORDER: **President Carey**

MEDITATION: **Mayor Kelly**

PLEDGE OF ALLEGIANCE: **Mayor Kelly**

1. APPROVAL OF AGENDA: **President Carey**
Herman Johnson was the first to make a motion to approve the agenda and Roy Davis seconded the motion and the vote carried unanimously 6-0.

2. APPROVAL OF MINUTES: **President Carey**

N/A

3. PUBLIC COMMENT & INPUT: **President Carey**
Gerard Hepman from the Lackawanna County Communications Department spoke. The Trolley schedule is in place. Steamtown began excursions. Arts Engage and Arts in the Park has begun. Construction on the stadium has started in Lackawanna County. Gerard brought artists illustrations from the architects of the stadium for council to see. Gerard discussed putting up posters for the “Annual Armed Forces Day Parade.” Also the Lackawanna County Parks and Recreation Department are offering Boys and Girls Soccer, Tennis and Gymnastic programs for children. He gave out registration forms to keep in the borough office. Herman Johnson asked Gerard about possibly having concerts at the gazebo at Veterans Park. Also, Herman asked Gerard to check with the EMA Director Flanagan about training for local EMA coordinators.

4. BIDS & QUOTATIONS: **President Carey**

- **2012 Sewer Repair Project**
Virginia Kehoe discussed opening the bids for the sewer repair project. There were 9 different bidders the low bid was from Jackson Excavating, for \$69,650. Engineering did review the paperwork that was submitted, and it does meet terms of the bid. David Jenkins was the first to make a motion to accept the Jackson Excavating bid, Herman Johnson seconded the motion and it was carried unanimously 6-0.

- **Police Vehicle - \$500**

Virginia stated that Pat Williams has found a buyer for the Police Car for \$500. Mr. Brayer is the buyer. David Jenkins was the first to make a motion to sell the police car, Herman Johnson seconded the motion and the motion carried unanimously 6-0.

5. **BOROUGH TREASURER'S REPORT**

President Carey

Herman Johnson was the first to make a motion to approve the Borough Treasurer's Report, Patty Lawler seconded the motion and the motion was carried unanimously 6-0.

6. **COMMITTEE REPORTS:**

- **Building & Plant**

Pat Williams, Chair – Dori Waters –

Abington Area Community Classroom:

Dori Waters discussed the matter of raising money for the Community Classroom. There were many different ways to raise money for the center. A brass plaque could be dedicated for a donation, a stained glass tree with stained glass leaves could be engraved for a donation. David Jenkins suggested certain windows that would be ideal for the stained glass. Herman Johnson confirmed the fact that this building, The Clarks Summit Borough building will keep its name. But Dori Waters is welcome to dedicate the 1st floor Center and give that a separate name.

- **Finance Committee**

Gerrie Carey, Chair

Virginia stated that they just received the report that day, the treasurer was not available, and Virginia would have those numbers as soon as they are available. Virginia would send Herman Johnson an email as to how the numbers compare as soon as it is available. As of the end of the first quarter we were on target.

- **Grant Committee**

Patty Lawler, Chair

Patty Lawler discussed the Lackawanna County Art Grant for the electrical connections at the top of the trees on Depot Street. Clarks Summit would be able to have "Shakespeare on the Street", The Arts Walk" and the "Ice Festival" later in the evening if the lights were available. Earth Day recycling brought awareness to Clarks Summit recycling. Patty is working on a \$7500 Technical Assistant Grant. She talked to the ABPA about a pilot program for recycling in the commercial area. Patty asked for \$75 a month for 3 recycling stations. ABPA did give a \$100 donation for one drop spot for recycling. There is a grant through Homeland Security for a new police car. Representative Kavulich's office has agreed to help with the I.J. form which gives FEMA permission to give out the grant. This grant would allow the county to buy vehicle for the appropriate task force. Virginia suggested including Officer Chris Yarns in this for his input on vehicles needed. Herman suggested there be input from the Police Department, Fire Department, and Emergency Management also. USDA is grant money, interest free loans for schools and child care centers. He did apply for a solar application project, grant was denied from the Office of Energy and Technology.

- **Insurance Committee**

Roy Davis, Chair

Gerrie Carey stated that there is nothing to report.

- **Personnel Committee** Gerrie Carey, Chair
 The discussion of hiring Melissa Jones and Jennifer Schmidt on a permanent basis as well as a discussion about the Police Chief position would be discussed in Council's Executive Session.
- **Public Safety/Safety** Herman Johnson, Chair
 The tires that were at OK Tires were taken care of, disposed of properly.
- **Public Works** Herman Johnson, Chair – Spring Roadside Cleanup
 Herman Johnson commented on the good job the DPW had done with line painting, cutting the grass, brush pickups, etc. April 28, 2012 was Spring Cleanup and DPW was there to help pick up the garbage bags. Roy Davis discussed the 2 exits from the new restaurant Silver Spoon. Trucks and cars are going the wrong way on Depot Street. Roy suggested doing a traffic study in that area on Depot Street. Roy discussed making part of the street a two way. David Jenkins disagreed feeling that would be unsafe to make that one part of Depot Street a two way. David Jenkins suggested putting up a sign that says "Do Not Enter" or "No Right Turn" out of the back parking lot. David Jenkins received calls concerning Hosfeld Street concerning the paving that wasn't finished. Atherton Street was not paved properly, Virginia stated that Stark did an unacceptable job and they needs to remedy it.
- **Recreation** Don Moyer, Chair
 There was discussion about the small park possible on Depot Street. Is it better to make this area into a park or add additional parking.
- **Recycling Committee** Patty Lawler, Chair
 Patty Lawler thanked the people involved with the Abington Heights Elementary School as they collected the Earth Day phonebooks. 1.7 tons of phone book paper was recycled. The recycling totals are better this year than last year at this time. When the local county tax mailings are sent out, an insert may be added, educating residents about recycling. Every business in town is supposed to recycle by law. Patty Lawler discussed the 2011 recycling report to the county. Herman Johnson asked how the borough knows the accounts are accurate from J.P. Mascaró. Herman Johnson suggested calling Sam Augustini for information about some inconsistencies with recycling numbers. David Jenkins suggested Virginia Kehoe talk to Sam Augustini about this situation.
- **Clarks Summit Emergency Management Coordinator** Herman Johnson
 Herman Johnson stated that the EMA completed their equipment inventory list. They put a bar code on all items in their inventory. Herman also suggested holding off on putting two way radios into their vehicles at this time. Herman and George Yarns went to the PA Federal Surplus Equipment supplier and Herman strongly advises that is any large equipment is needed to consider this supplier in Harrisburg.

7. **POLICE REPORT:** **Mayor Kelly**
 Mayor Harry Kelly read off the Police Report for Council. Herman Johnson commented that we need to discuss the age of the police vehicles and when it is a good time to trade them in. Herman also commended the police for the truck weight and scales that was done, next time it might be a good idea to coordinate with the local businesses so they are aware if there are traffic changes that will probably occur. Herman also discussed the possible need for a part time police officer. Gerrie Carey agreed that a part time policeman is needed. Motion not needed to run an advertisement for a part time policeman. Patrick Williams suggested the current police officers increase their workload instead of hiring a part time Police Officer.
8. **VENDOR PAYMENTS TO BE RATIFIED:** **President Carey**
 Herman Johnson made the first motion to pay vendors, Patty Lawler seconded the motion and it was unanimous 6-0.
9. **OLD BUSINESS:** **President Carey**
- **Treasurer – 30 day trial-** To be discussed in Executive Session, personnel issue.
 - **Secretary – 30 day trial** -To be discussed in Executive Session, personnel issue.
10. **NEW BUSINESS:** **President Carey**
- A. Resolutions 2012-14 – Berkheimer**
 Need to vote on authorizing Melissa Jones, the Borough Treasurer, permission to view the Earned Income Tax collection reports from Berkheimer. Herman Johnson was first to make a motion to accept Resolutions 2012-14, Patty Lawler seconded the motion the vote was unanimous 7-0, under the premise that Melissa Jones is considered a permanent hire in the Executive Session.
- B. Resolution 2012-15 – CDBG – Bedford St**
 Roy Davis was the first to make a motion on Resolution 2012-15, David Jenkins seconded the motion, 7-0 vote was unanimous.
- C. July Council Meeting – 1st Wednesday is July 4 – reschedule meeting?**
 David Jenkins made the first motion for the Council meeting to be postponed until July 11, 2012, it was seconded by Roy Davis, all in favor 7-0
- D. Thank you to Jay Walter**
 Jay Walter couldn't make it to this meeting but was invited to the upcoming Work Session.
11. **BOROUGH SEWER OFFICE REPORT:** **President Carey**
 David Jenkins made the first motion to approve the Borough Sewer Office Report, Patty Lawler seconded the motion. Herman Johnson and Roy Davis abstained from the vote. The vote was unanimous, 5-0 with two abstentions.
12. **SOLICITOR'S REPORT:** **Solicitor Rogan**
 Nothing new to report.

13. CORRESPONDENCE:

Nothing new to report

Council recessed at 8:45 for an Executive Session

Council reconvened at 9:27pm

14. EXECUTIVE SESSIONS:

President Carey

- **Prior-**
- **During-**
- **Subsequent- immediately following – potential litigation**

David Jenkins was the first to make a motion to hire the new Treasurer and Secretary, Roy seconded the motion, all in favor 7-0 the vote was unanimous. Question concerning who is taking care of the sewer billing was asked by Patty Lawler. David Jenkins did say it was discussed earlier that the Treasurer would be in charge of the sewer billing.

15. ADJOURN:

President Carey

At 9:28 the meeting was adjourned. First motion to adjourn was from David Jenkins, seconded by Roy Davis and the vote carried unanimously 7-0.

Respectfully Submitted by Jennifer Schmidt