

- **Summit Ave property:** Virginia Kehoe stated that she has reached out to 4 different realtors to see if they were interested and if they would like to make an offer. Barry Kaplan declined wasn't interested, Diane Calabro never responded, Jo Ann Durdan she feels the best listing price is \$29,900 with a flat fee commission of \$1000 each one for buyer one for seller. Chris O'Boyle said the he'd list the price at \$40,000 with a flat 4% commission. Council asked if the Borough can put a "For Sale by Borough" sign at the property. Virginia stated that she doesn't feel qualified to show the property or to answer questions on it. Pat Williams asked about the neighbors on either side of the property. Ms. Kehoe stated that one was contacted, but not the other. Survey and deed has already been done. If there is a bill of sale, who does that go to? The Solicitor. We cannot pick to the exclusion of anyone else that is discrimination. It's an open market. They are welcome to make an offer. David Jenkins stated that it has been in the newspaper. Not going to a realtor at this time, will put a sign up on the property. If we get a phone call, what do we do with the offer? The Finance Committee would be the ones to contact.
- **EMA vehicle:** Virginia Kehoe stated that we received 2 bids for the EMA vehicle. The Blue Book value is \$4,235 for fair condition to \$5,610 for excellent condition. Do we want to rebid it? David Jenkins asked Joe Krott if he would like the use of the vehicle. Mr. Krott stated that they do have a vehicle if needed; amount of usage doesn't warrant the expense. Virginia Kehoe stated that she can publically park it with a "For Sale" sign. Council discussed putting it on Craig's list or eBay. Solicitor Dan Mulhern stated that he would double check with Solicitor Rogan. Will put Summit Avenue and EMA Vehicle on the website.
- **Ordinance 2013-03 – Neighborhood Preservation:** Gerrie Carey stated that she spoke to Solicitor Pat Rogan and he thought the Borough should not move ahead with it, drop it. Virginia Kehoe stated that Chief Laguzzi feels that this would be very good for the community because this gives the Borough some control with properties where tenants have routine police calls. There is a property in the Borough where routine police calls are made. With this ordinance, we can go back to the landlord and fine the landlord because they are not doing due diligence on their property. There are a couple rental properties where the Chief would like to go back to the landlord. This can be tabled, discuss again next week.
- **Border Realty Pass-Through:** Virginia Kehoe stated that there are two issues with the Glenburn Township pass-through. Authorization for EDU's charge, which is what Solicitor Rogan and Virginia Kehoe were talking about in paragraph two, they wanted to ask Council to verify that it is factually correct. It was asked if it was 175 that we authorized, Ms. Kehoe believes that was correct. Gerrie Carey asked about raising rates. Talk to South Abington and that will be a separate discussion. David Jenkins stated that if rates change they would also be impacted. David Jenkins stated that this rate will be impacted. Mr. Jenkins asked about the flow meters; stated that the Borough should not move forward until we get an idea what the flow is. It will impact our rate payers because of the sewage that is going to be coming through our lines. Put on agenda for next week to update Council. David Jenkins won't be at the meeting and Virginia Kehoe stated that we will not have a vote just an update.
- **Resolution 2013-16 NEIC Fees:** NEIC will mirror BIU's rates so the residents are not picking the building inspector just by who has a lower rate. David Jenkins made the first motion to pass Resolution 2013-16, seconded by Patty Lawler, vote was unanimous 6-0.
- **Resolution 2013-17 Police MMO:** Virginia Kehoe stated that the Police Pension Board met last week and they decided on was calculating the 2014 MMO they elected to utilize a 75% amortization option. If Council is willing to take the Police Pension Board's recommendation tonight after some discussion Council felt comfortable to make a motion on this Resolution. David Jenkins made the first motion to accept Resolution 2013-17, seconded by Roy Davis, vote was unanimous 6-0.
- **Memorandum of Agreement – Lackawanna County Planning Commission:** Virginia Kehoe stated that the Lackawanna County Planning Commission sent the Borough a letter in August. Lackawanna County Municipalities agreed to participate in the planning process and pass resolutions adopting plans for a Disaster Mitigation Act of 2000. The act requires updating of the hazard mitigation plan every five years. Lackawanna County Planning Commission received notification from PEMA that Lackawanna County has approved federal and state funding to update the plan which will take about 18 months concluding next year. All municipalities are required to participate in the planning process and adopt the updated version within one year of the county's adoption. If we choose not to participate we will be required to provide our own disaster mitigation plan at our own expense. Either sign a memorandum of agreement to go with the county, or develop our own hazard mitigation plan. David Jenkins as EMA Coordinator Joe Krott for his opinion on this. Joe Krott stated that this is a

centralized plan that everyone is on the same page, regardless of municipality. Mr. Krott stated that this is a fantastic idea, provides much better cohesiveness among municipalities. Under the recommendation of our EMA Coordinator David Jenkins made the first motion to accept the Memorandum of Agreement, seconded by Patty Lawler, vote was unanimous 6-0.

- **Loitering ordinance:** Virginia Kehoe stated that Chief Laguzzi sent up the loitering ordinance from Carbondale he is asking if Council would like to look at the ordinance and run it past and see if we want to adapt this. Would Council like to make a motion to pursue this or not. Roy Davis asked if there is a need for this anti-loitering ordinance. Virginia Kehoe stated that Sunrise Café has had an issue with loitering and it is making some people uncomfortable. Patty Lawler asked about the ordinances, is there a way that we could design our own ordinance incorporating loitering, neighborhood preservation, etc. Virginia Kehoe stated that Yes absolutely, Council just needs to set up a committee and put something together send it to Solicitor Rogan or Mulhern for writing. Ms. Kehoe stated that these ordinances are copies of Carbondales.' She fully anticipates Council to review and adapt these ordinances to the Borough. Patty Lawler, Gerrie Carey and Pat Williams did volunteer to be on that committee. Bring this up again on September's worksession.
- **Trash amendment:** Virginia Kehoe stated that the Borough's Ordinance on trash does not have a specific time frame for how early you can put the garbage out or quickly after pickup you have to take your cans in. Code Enforcement Officer Lori Harris informed Virginia Kehoe earlier that Clarks Green has a simple specific ordinance for trash. She will provide us with a copy of the Ordinance. Lori Harris has no problem enforcing it, call her and let her know if you see an issue.
- **Request from Lori zoning amendment:** Virginia Kehoe stated that the ordinance on fencing now reads that if you want to put up a fence that is higher than 4', you would need to meet a set back or have neighbor sign a letter stating that that it is ok. She doesn't feel that her neighbor would sign the letter. She is asking Council if they would like to modify the ordinance. The resident could go for a zoning variance, but that would cost \$700. Police have been called and there is nothing illegal going on. Council should talk about it and think about it. It would have to be an amendment to the existing ordinance. Pat Williams suggested asking the PSAB if they have a background that we can use as a reference on fencing.
- **Sales tax / raising realty transfer tax – Pat Williams:** Pat Williams stated that a Sales tax wouldn't be a good idea. Mr. Williams asked if UGI has paid the pave cut fee yet. Virginia Kehoe stated that Code Enforcement Officer Lori Harris has begun the process of citing UGI. UGI called the Borough and said if the Borough insists on a pave cut fee of \$300, they will tell any resident that they will have to pay the \$300 fee to the Borough. Ms. Kehoe stated that UGI said that some municipalities have residents apply and pay for the pave cuts. Virginia Kehoe stated that UGI was unaware of getting permit request before the work begins. They are going to pay the \$300, Lori Harris has been billing them for the past due amount. Unless it is an emergency UGI will obtain the permit in advance. David Jenkins suggested they email Virginia Kehoe for emergency pave cuts. We do get information also from One Call's. Discussed the Realty Transfer Tax which is 1%, ½ goes to the County and ½ to the Borough when a house is sold. That is by law that cannot be changed unless the law was passed. One percent is standard in Lackawanna County. Virginia Kehoe will ask what other communities are doing. .
- **Ordinance 2013-04 Parking Amendment:** Virginia Kehoe stated that Solicitor Pat Rogan will give us a draft on the Parking Amendment, in relation to adopt a meter. Our law now says we have metered parking and the Borough needs to amend the law by drafting an ordinance. Must advertise twice, make available to the public for ten days for review
- **Ordinance 2103-05 Borrowing:** As a part of the financing we are going to have to do an ordinance for the borrowing. Working with the bank for the closing of the financing so that ordinance that final draft we will have it for the October votes.
- **Sewer Billing:** David Jenkins asked questions about the sewer billing. The Borough has to pay \$40 to the Water Company for a shut off which will be billed to the customer whose water was shut off. Need to ask Solicitor Pat Rogan if we have the legal right to do that. We don't have conclusive answer on that, also can we publish names and amounts of residents and who are delinquent. Jennifer Basalyga Schmidt answered questions concerning, what if she got sick, what if she is out long term what do we do. Jennifer Basalyga Schmidt stated that she has a strong support system at home, not terribly concerned. Being devil's advocate, what if she was out for extended period of time. Ms. Basalyga Schmidt stated that the Borough has a computer system called "log me in," where I get all the information on the computer, not downloading anything on my computer. Can be at home and can

enter information on the computer, printing automatically goes to the Borough. This is not a download on to personal computer. Can do work from home. Dominic Scott asked what if she was in the hospital. Roy Davis stated that would be Virginia Kehoe's call. On a normal day if Ms. Basalyga-Schmidt isn't in the office, any one at the office can take payments; day to day would be the same either way. If there was an issue with the quarterly cycle, or 20th of month, Ms. Kehoe stated the Borough could bring in temp service and take money from the salary. Roy Davis doesn't think that is Ms. Basalyga-Schmidt's responsibility. That is Virginia Kehoe's responsibility. Pat Williams is absolutely against this; this is the worst thing that we could ever do. Roy Davis stated that it is the norm for this Council to make moves like this to save money. Mr. Davis admires Virginia Kehoe and Jennifer Basalyga-Schmidt to come up with a plan to help financially, without raising taxes. Admires them for showing initiative. Ms. Basalyga-Schmidt stated she can do a lot of work from home, including making delinquent phone calls, sending records to smart bill, upkeep of program, take care of daily work at the Borough from 9am-3pm, M-F. Roy Davis made the first motion, seconded by Patty Lawler, vote was 5-1 with Pat Williams voted Nay. Pat Williams stated that if it wasn't for Dominic Scott we wouldn't have found Automated Payroll. Mr. Williams asked if Ms. Schmidt would be bonded. Virginia Kehoe answered yes. David Jenkins asked how much bonding covers how much money. Ms. Kehoe stated that she would find out the amount of the bonding. Should be at least \$250,000 to \$500,000. Pat Williams asked how we got behind with the delinquents. Virginia Kehoe stated that we need to ask Automated Payroll. Ms. Kehoe stated that she would get sporadic reports from Automated Payroll, and we don't have account information at the office right now. Only know what the aging is when Automated Payroll lets us know. Roy Davis stated that Council, not Virginia Kehoe, hired automated payroll. Not fair to press Ms. Kehoe on that issue. Dominic Scott did speak with Laurie at Automated Payroll, they are trying to collect. Laurie Rosengrant with Automated Payroll though she could collect by telephone but it is difficult to get. Pat Williams stated that we suggested to Ms. Rosengrant to make a phone call to the delinquents. We don't have phone numbers for some of the residents. Virginia Kehoe stated that will still get phone numbers by either caller ID or on the personal checks. We have not done a single shut off in the past year. The Borough does not know what payment plans have been made at this point. Gerrie Carey stated that Clarks Green is using this same billing system and they are using Smart Bill also and the sewer billing has gone very smoothly. Patty Lawler stated that it is worth a shot. David Jenkins stated that he would like a quarterly report presented to Council on the status of the sewer billing. Mr. Jenkins stated that he would like to look into publicizing the residents who are delinquent and how much they are delinquent. We have over \$170,000 in sewer delinquents, and this needs to be addressed. Patty Lawler stated that when we announce the change in sewer billing we may want to inform residents on the delinquent list that the Borough will be taking further action. Mr. Jenkins stated that there are many rental properties and businesses that are on the delinquent list. The landlord is the property owner should be responsible and pay immediately. Pat Williams asked if this was discussed with Solicitor Pat Rogan, make sure that all of this is all legal. Solicitor Dan Mulhern stated yes there are no issues.

David Jenkins inquired about the EMA4 email, does Mr. Johnson still use it. Mr. Jenkins doesn't want miscommunication. Joe Krott set up his own email account. Mr. Jenkins asked Virginia Kehoe to check into that.

3. REVIEW OF SEPTEMBER 4, 2013 AGENDA

Virginia Kehoe stated that draft agenda changed significantly will email new copy. Accepting Steve Armillay's offer of being the first in the grant for regional stormwater controls will have to vote on resolutions, short window of opportunity.

4. ADJOURN:

President Carey

Roy Davis made the first motion to adjourn the worksession, seconded by Patty Lawler, vote was unanimous 6-0.