

**BOROUGH COUNCIL SPECIAL MEETING
NOVEMBER 24, 2015
7:00 PM**

The November 24, 2015 Borough Council Special Meeting was conducted on Tuesday, November 24, 2015 at 7:02 P.M. The Meeting was held in Borough Council Chambers, 2nd Floor, 304 South State Street, Borough of Clarks Summit, County of Lackawanna and Commonwealth of Pennsylvania. Council members in attendance were Mrs. Gerrie Carey, Mr. Vincent Cruciani, Mr. Jim Klein, Mr. David Jenkins, Mr. Herman Johnson, Mr. Dominic Scott, Mr. Patrick Williams and Mayor Patty Lawler, Solicitor Dan Mulhern, and Borough Manager Virginia Kehoe, and Junior Council person Christian Orlando.

1. WORKSESSION: President Carey

2. PUBLIC COMMENT President Carey

- **Open SSES Bids:** Virginia Kehoe read off the bids. The lowest bid was from Aqua Infrastructure with a bid at \$33,635. Have Borough Engineer Bob Naegele look it over and compare it to his estimates, make sure all of the bid specs are met.
- **Open TAN Bids:** Virginia Kehoe read off the bids. The lowest bid was from First Keystone at .84%. They had the bid this year also. We will go through the bids make sure they addressed all of the issues such as closing rates and no penalty for early payoff.
- **Review budgets:** Virginia Kehoe stated that there are 5 budgets. They are the General Fund, the Sewer Fund, the Debt Service Fund, the Liquid Fuels Fund, and the Capital Reserve Fund. These budgets were prepared with no tax increase, and no sewer rate increase. David Jenkins stated that it is very commendable to the Finance Committee. Vince Cruciani stated that Virginia Kehoe and Melissa Jones deserve credit for their hard work.
- **Review ordinances 2015-11 – 2015-15:** Virginia Kehoe stated that these Ordinances allow us to apply the budgets. 2015-11 is for the TAN, assuming all things are equal Ms. Kehoe will add in First Keystone Bank at .84%. Vince Cruciani stated that if we over budgeted on the interest rate they should move those extra funds over to the Capital Reserve fund, so we are not showing surplus. Pat Williams stated that he submitted a request to the Finance Committee for the raising of manholes and patching the streets that need work. Herman Johnson stated that he thinks this is a great budget for the Borough. There is no increase on taxes, good snow plowing and garbage pickup, a new police officer and a new secretary downstairs and like Virginia said last year we had a surplus at the end of the year. After this year we should have another so two years of surplus which is commendable. We should work off of this budget and tweak it if needed. Pat Williams stated that he submitted a request to the Finance Committee to give them an update, to be ready. These are things that need to be done. Vince Cruciani suggested getting a quote this spring and that way we can really look at it and get hard numbers. Mr. Williams stated that he would be willing to work with Bob Naegele. Mr. Williams stated that he thinks we need to put more money into our roads, they are a disgrace. Herman Johnson suggested tabling this right now and put it on the agenda and write a letter to the Finance Committee and

have them answer you back. Vince Cruciani stated that what they need is an amount and Pat Williams stated that was fair and he would come up with an amount. Pat Williams stated that he wanted to have a line item for manholes and at least it is there so it is budgeted for. Vince Cruciani stated that the best idea would be to talk to Borough Engineer Bob Naegele and talk about a multi-phase implementation. Come up with several different options, this way they can use some money for paving, some for fixing manholes. Virginia Kehoe stated that if you see a pot hole to let her know and she will have the DPW take care of it. Vince Cruciani stated that they wouldn't be able to do any of the work until March or April of next year. Pat Williams stated that he has been told in the past that this work wasn't budgeted for and they can't do it. Vince Cruciani stated that what they can do is measure some of the manhole work vs. some of the paving and work off of that. They have to get the estimate before they put out a bid for the road projects. Ms. Kehoe said by February would be best. Pat Williams stated that we did not have the street sweeper this year and if you want your town to look presentable you need to have the streets swept. He asked Steve Armillay if there is any way we could get a grant to buy the street sweeper. Mr. Armillay stated that he would look into it and see if they can get a private company to do the sweeping for us. You would have to give the amount of miles and they would like a police escort. Asking if we can do that, because we missed it last year. Vince Cruciani stated that there is a threshold of spending that has to go to bid; this would have to be made public with a bid. Pat Williams asked if this company wanted to donate their street sweeper and we would only have to provide the police escort, would that be a possibility. Virginia Kehoe stated that MS4 wants the roads swept, but they also want the sweepings sifted and pay to dispose and recycle some. They said contract out or get the sewer authority to get the street sweeper because they have the ability to sift and dispose. Ms. Kehoe stated that we would have to get South Abington interested as they are the majority. So if the Borough owns it we would have to figure out how to sift through and dispose and recycle the materials. Herman Johnson said this is a good thing to research and get a price. It's a good thought, the cinders last through the summer; see how much it will cost etc. Virginia Kehoe stated that the Ordinance 2015-12 says that the millage is going to be 29 1/2. Ordinance 2015-13 is the sewer rate which is at \$52.00. Ordinance 2015-14 is for the Debt Service of 4 mills. Ordinance 2015-15 is for the changes in the parking meters so we can change the rates.

- **2016 Appointments:** Virginia Kehoe stated that this is the list of what Council will vote on at the Reorganization meeting in January. Ms. Kehoe filled in the names of the existing people. When you get down to the Joint Rec Board, The Waste Water Authority and The Planning Commission, those terms expired. Ms. Kehoe stated that she asked each of them if they would like to come back next year. There are some that have not responded back to Ms. Kehoe. Vince Cruciani stated that if they want to reappoint they should express interest please let us know before December 24, 2015. That gives us 10 days. That reorganization meeting is set for Monday, January 4, 2016. There will not be a meeting on that first Wednesday in January 2016. Mayor Lawler asked Ms. Kehoe to reach out to Jeff Ames, the EMA Director to see if he is still interested. EMA is not on the list because the position doesn't have set terms, it is at will. Herman Johnson stated that past practices show that EMA Director has been on the list. Mr. Johnson suggested that it be put back on the list. Mr. Johnson stated that if we have a difficult time getting in touch with the EMA

director because of his work schedule that is fine, but we should ask the Deputy EMA Director to come to one of our meetings. Virginia Kehoe stated that she would try to get in touch with him and each of these committees are asked to send a representative twice a year to give a report to Council.

- **Police hires – Part time secretary and part time officer:** Virginia Kehoe stated that we need to confirm that we are going to go ahead make recommendations for these positions next week. The salary for the part time secretary for the police department will be \$12 an hour. Ms. Kehoe stated that it will be 30 hours a week, Monday-Friday, 9am-3pm. David Jenkins stated that possibly there will be a Saturday work day involved on occasion, where the Chief feels that at certain times of the year we need the police department open for Saturday business. This will be worked into the 30 hours a week. Mayor Lawler stated that they are going to submit for hiring Matthew Sims, Council requested two names Brian Newhart is another name but not for hiring at this point.
- **Correspondence from Barbara Evers:** Vince Cruciani stated that if you go up Florence and you come to an area about 10 feet wide that has been staked out and a for sale sign. This property is not buildable because you would have to spend more than the property is worth on a retention wall. It is zoned as part of the subdivision as a recreational lot. Virginia Kehoe stated that it was never deeded over to the Borough. Vince Cruciani stated that they don't want to pay the taxes anymore on it, so let's take the deed and make it a conservation property and use it towards our MS4 compliance. It is all woods, it is not a realistic park, and it's nestled between houses. Ms. Kehoe stated that we would lose the tax base on it, which is a minimal amount, and we would not have to pay the tax on it. Virginia Kehoe stated that she would verify ownership and talk to them and see if they are interested.
- **December Work Session:** The worksession for December has been cancelled.
- **Sewer Ordinance changes:** Virginia Kehoe stated that she needs a go ahead to put information in the quarterly sewer newsletter by December 15th. Solicitor Dan Mulhern made changes that he feels need to be in taken care of. We need an effective date. Vince Cruciani stated that they discussed it would be January of 2017. David Jenkins stated that no one can say that they didn't have fair enough warning. David Jenkins and Vince Cruciani stated that this should be in every quarterly newsletter as a reminder until January 1, 2017. Vince Cruciani stated that we should put something in there that says "If you believe you need individual relief, separate from this policy, please contact Council." Because there might be a situation for someone where they need until 2018. This way they can apply to Council for particular relief. But Council does not have to provide that relief. This is for residential and commercial. Vince Cruciani stated that you can bill the landlord and part of their agreement can be that the tenant can still write the check.

Merideth, with the Abington Journal is moving out of town. Vince Cruciani stated that if she needs a reference, Virginia Kehoe would be great. Virginia Kehoe stated that she would gladly write a letter of reference from the Borough and a letter to the Abington Journal.

3. **REVIEW OF DECEMBER 2, 2015 AGENDA**

4. **ADJOURN:**

President Carey