

**BOROUGH OF CLARKS SUMMIT
REGULAR COUNCIL MEETING
Thursday, July 5, 2007
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The regular July Meeting of Borough Council was conducted on Thursday, July 5, 2007 at 7:04 P.M. The Meeting was held in Borough Council Chambers, 2nd Floor, 304 South State Street, Borough of Clarks Summit, County of Lackawanna, Commonwealth of Pennsylvania. Council members in attendance were Council President Donald H. Moyer, III, Council Vice President Margaret Jackson, Councilperson Gerri Carey, Councilman James Colman, Councilman Ray Davis, Councilman Raymond Taylor, and Councilman Patrick Williams. Also attending were Mayor Harold P. Kelly., Police Chief Louis Vitale, and Borough Manager/Secretary, Virginia Kehoe. There being a quorum present the Meeting was called to order by Council President, followed by a brief period of self-directed meditation and then the Pledge of Allegiance led by Mayor Kelly.

APPROVAL OF AGENDA:

Mrs. Jackson moved to approve the Agenda. Her motion was seconded by Mr. Davis. The Agenda was approved as presented 7-0.

APPROVAL OF MINUTES:

There were no Minutes available for approval.

BIDS & QUOTATIONS:

- Storm Water – State Street: We put out a bid for the storm drain on State Street to alleviate the problem with the Church parking lot. The State is going to pave State Street. The low bidder was Jackson Excavating for \$18,513.00. Mrs. Jackson moved to accept the bid. The motion was seconded by Mr. Colman. The Bid was approved as presented 7-0.

BOROUGH TREASURER'S REPORT

The Borough Treasurer's Report was before Council. Motion was made by Mr. Taylor to approve the report as presented. Motion seconded by Mrs. Jackson. Discussion – None. Motion carried 7 – 0.

COMMITTEE REPORTS:

- Remodeling of 1st Floor of Borough Building. Mr. Colman stated that he met with Mrs. Carey and Mr. Williams to discuss the heating system and other issues with the downstairs. The Councilpersons discussed potentially relocating the 2nd floor offices of the Secretary and Treasurer to the first floor and relocating part of the Police Department to the First Floor from the basement. The 2nd floor would then be used for the Mayor's Office, EMS office and an Ordinance Office. Moving the said offices would address certain heating issues and would also grant the public better access to the essential Borough Offices. These ideas were brought to the attention of President Moyer and he encouraged Mr. Colman to look further into it.

At no charge to the Borough, Strock Associates of Wilkes Barre was contacted because they have Municipality and Borough experience with regard to the way their buildings are done. They met with the Councilpersons, walked the building and agreed with the setup of taking the 2nd floor offices to the first floor, remodeling the first floor only. The first floor could be remodeled without displacing anyone as it is currently not in use and the offices would only have to move upon completion of the 1st floor remodeling project. It can be done based upon the square footage but there are a few drawbacks which need to be shared.

One of the main drawbacks is that we have to look at the abatement issue. The first step we should take would be to get an abatement contractor in here and get some testing done to see if there would be an issue with asbestos. There was discussion about the elevator, the steps and the location of restrooms. Mr. Colman stated that it

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was his opinion and the opinion of the rest of the committee that such renovations, done on a capital improvement basis, would put the Clarks Summit Borough Building back in shape. He requested that the rest of Council review the Professional Services Proposal submitted to him by Strock Associates to do the work. The engineering quote is not yet done but will be delivered to Mr. Colman's Office and he will present it to Council when it is complete.

There was discussion with regard to this proposal.

POLICE REPORT

Chief Vitale gave the June 2007 Police Report, and summary of police related activities. There was discussion of meter changes and a question rose as to whom incidents of graffiti should be reported.

BILLS TO BE PAID:

None.

OLD BUSINESS:

There were three ordinances before Council. The first ordinance was a Shade Tree Ordinance, the second a Jake Brake Ordinance and the third the Sign Ordinance. All three ordinances were outlined in a packet for Council to review, amend and address at the next Regular Meeting. These ordinances are also available for review by the public in the Clarks Summit Borough Office.

Public comment was entertained with regard to these ordinances and it was explained that the public would be heard in depth at the advertised Public Hearing.

Virginia Kehoe informed council that the engineer has reviewed the Coviello Subdivision and has found that they have met all of the standards of the preliminary plan. It is the engineer's recommendation that we release the Letter of Credit. A motion was made by Mr. Taylor to release the Letter of Credit for the Coviello Subdivision. The motion was seconded by Mrs. Jackson. The motion carried 7-0.

NEW BUSINESS:

The first order of New Business was Resolution 2007-18 for the parking suspension for Summerfest. A motion to approve the Resolution was made by Mr. Colman and seconded by Mr. Williams. The motion carried 7-0.

Information on the local tax ordinance was disseminated for review and discussion at the August Council meeting.

There was discussion of a ribbon cutting ceremony to be held in honor of the work completed at State and Grove Street. The ceremony will potentially be held the weekend of the Sidewalk Sale Days.

Laurie Fleming's promotion to Office Manager and corresponding raise to \$12.00 per hour were discussed. A motion was made by Mrs. Jackson to approve the promotion and raise which was seconded by Mrs. Carey. The motion carried 7-0.

BOROUGH SEWER OFFICE REPORT:

The June 2007 Report by Virginia Kehoe was before Council. Motion by Mrs. Jackson to approve the Report as presented. Second by Mr. Davis. Discussion – None. Motion carried 7 – 0.

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SOLICITOR'S REPORT:

None

CORRESPONDENCE:

None.

PUBLIC COMMENT & INPUT:

Public comment was entertained with regard to the Nextel cell tower, Grandview Street, the proposed drain to be installed on State Street. There was also discussion about a sign which has been installed by PennDOT on Oakford Road and State Street and is causing line of vision problems in addition to other safety issues at the said intersection.

EXECUTIVE SESSIONS:

President Moyer reported that Council would reconvene in Executive Session, come back afterward, and then reconvene that meeting until July 17, 2007. The Nextel and Grandview Street issues need to be discussed in Executive Session.

RECONVENE:

Council reconvened at 9:00 p.m. Mrs. Jackson made a motion which as seconded by Mr. Colman to name Christine Tsaklas Borough Treasurer with a Part Time position at \$15.00 an hour. Motion carried 7-0.

Mrs. Jackson made a motion to have Barbara Recicar act as temporary Assistant Secretary, Part Time at a pay of \$10.00 an hour until a permanent secretary could be hired. Motion was seconded by Mr. Colman and carried 7-0.

Council then suspended the meeting until July 17, 2007 at which time they would reconvene to further discuss the Grand View and Nextel litigations.

Respectfully submitted,

**Katie M. Bower
Borough Secretary**

**Donald H. Moyer, III
Council President**