

Borough Council Meeting

December 13, 2012

Call to Order – Mr. Farley called the meeting to order at 6:00pm and Mr. Flick offered the prayer and led the Pledge of Allegiance.

Roll Call – The following members of the Borough Council were present; Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Cerutti, and Mr. Farley. Also Present; Attorney Jonathan Foster Sr., Elizabeth Fice, Finance Coordinator, and David Jarrett, Borough Manager.

Announcement – Mr. Farley made the following announcements;

- ❖ The Borough received a sub-division request for property located at 605 North Lehigh Avenue, and the application has been forwarded to the Bradford County Planning & Development Office for review and comment.
- ❖ An executive session was held prior to the start of tonight's meeting to discuss a personnel issue. The executive session started at 5:15pm and ended at 5:50pm.
- ❖ A majority of the Borough Council met in executive session on December 3, 2012 during the Public Safety Committee meeting and on December 4, 2012 during the Administration Committee to discuss a personnel issue.

Approval of the Minutes – There were no additions, deletions, or corrections, the minutes of the regular November Council meeting will stand as presented.

Citizens to be Heard – There were none.

Finance Report - The finance report for November 2012 was accepted and filed for audit.

Bills List – A motion was made by Mr. Flick and seconded by Mr. Osmun to approve the bills list as presented. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. **Motion Carries.**

Correspondence Report – Ms. Sabatura asked that the minutes of the December Public Works Committee be corrected to reflect that she raised the question about the disbanding the Shade Tree Commission, not Mr. Flick as the minutes state. There were no other questions or comments of the report.

Appointed and Elected Officials Reports:

Borough Manager – Mr. Jarrett reviewed the completed projects outlined in his report.

Fire Chief's Report – There were no questions or comments.

Police Chief's Report – Ms. Sabatura asked if the report could provide additional information pertaining to arrests and if a citation or ticket were issued. Mr. Farley asked Mr. Osmun to address discuss Ms. Sabatura's request at the Committee's January meeting. There were no other questions or comments.

Code Enforcement – Mr. Osmun asked about how the Code Agency is handling out of out of town contractors soliciting roof repair business. Mr. Jarrett explained that that Agency issues insurance verification cards. Mr. Jarrett also stated that applicants were subject to extensive review prior to being issued their cards. There were no other questions or comments. Ms. Sabatura asked about the review of building permit fees, and Mr. Cerutti explained that the Agency Board continues to review the permit fee schedule and a decision is expected in January or February.

Solicitor's Report – Attorney Foster provided an update regarding the Dollar Bazaar building and explained that the property owner is making an effort to be in compliance with the Borough Code.

Council President – Mr. Farley thanked the Council for their hard work throughout the year.

Vote to authorize the transfer of funds from the General Fund to the Capital Reserve Fund. A motion was made by Mr. Cerutti and seconded by Ms. Sabatura to authorize the transfer of funds as outlined. **Under the question:** Mr. Osmun asked for an explanation of the funds, and Mr. Jarrett explained the process to select what transfers would be made.

Line Item #	General Fund Line Item Description		Line Item #	Capital Reserve Line Item Description	Amount
01-403.3170	Act 32 Implementation	→	30-409.3760	Borough Hall Building Projects	\$ 20,000.00
01-405.1150	Part Time Admin Clerk	→	30-405.2150	Administration Office Capital Expense	\$ 3,000.00
01-430.2510	PW Vehicle Maintenance	→	30-430.3700	PW Capital Equipment	\$ 5,000.00
01-432.1800	OT – Snow Emergency	→	30-432.2200	PW Snow Removal General Expenses	\$ 5,000.00
01-432.2200	Snow Removal General	→	30-432.2200	PW Snow Removal General Expenses	\$ 7,500.00
01-432.2220	Snow Removal Salt/Chemicals	→	30-432.2220	Snow Removal Chemicals	\$ 7,500.00
01-454.3700	Riverfront Park Renovations	→	30-454.7200	Riverfront Park Improvements	\$ 2,000.00
01-454.4500	Mowing / Leaf Collection	→	30-430.7500	PW Street Decorations	\$ 2,000.00
01-405.1150	Part Time Admin Clerk	→	30-430.7500	PW Street Decorations	\$ 3,000.00
01-430.5300	DEP Grant – Front End Loader	→	30-430.7430	PW Capital Equipment (Backhoe)	\$ 20,000.00

Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Motion Carries.

Vote to approve the three year contract between the Borough and the Sayre Borough Police Department as recommended by the Borough’s negotiation team. A motion was made by Mr. Flick and seconded by Mr. Hickey to approve the three year contract. **Under the question:** Ms. Sabatura stated that the annual wage increase outlined in the contract was consistent with other increases, however the health insurance contribution is minimal compared to what others pay. Mr. Osmun commended the effort of the negotiation team but stated that wage increase is higher than the cost of living and that contract is very generous. Mr. Hickey commended the negotiation team for getting a cost sharing contribution from the Union. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Mr. Cerutti, and Mr. Farley; YES. Ms. Sabatura; NO. Motion Carries.**

Vote to approve the three year contract to continue the current Police Services Agreement with South Waverly Borough. A motion was made by Mr. Cerutti and seconded by Mr. Flick to approve the three year contract for police services with South Waverly Borough. **Under the question:** There were no questions or comments. **Roll Call:** Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. **Motion Carries.**

Vote to designate South Elmer Avenue between Hayden Street and West Packer Avenue as One-Way on Saturday, December 15th between 8:30am and 12:30pm in conjunction with the annual Christmas Is For Kids fund raising event. A motion was made by Mr. Hickey and seconded by Mr. Flick to approve the traffic change. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to authorize the Council President and Council Vice President to approve bills for the remainder of 2012. A motion was made by Mr. Flick and seconded by Mr. Osmun to authorize Mr. Farley and Mr. Cerutti to approve the bills for the remainder of the year. **Under the question:** There were no questions or comments. **Motion Carries.**

Vote to re-appoint Denny Thomas to the Sayre Healthcare Facility Board for a five year term effective January 1, 2013. A motion was made by Mr. Flick and seconded by Mrs. Howland to re-appoint Denny Thomas to the Sayre Healthcare Facility Board. **Under the question:** Ms. Sabatura asked for an explanation of the Board's responsibilities, and Mr. Hickey explained that the Board was created in 1973 and is responsible for the sale of finance bonds for hospitals, and that the Board must exist until the all bonds are paid in full. **AYES – 5 NAYS – 1 Abstain – 1.** *Mr. Hickey abstained from the vote because he is Chairman of the Facilities Board.* **Motion Carries.**

Vote to approve the Accreditation Agreement with the Federal Emergency Management Agency to be included in the national levee certification program. A motion was made by Mr. Osmun and seconded by Mr. Flick to the Accreditation Agreement. **Under the question:** Mr. Osmun asked if there is a cost for the agreement, and Mr. Jarrett explained that by signing the agreement, the Borough will be included on FEMA's list of projects to be reviewed for certification, and that there is no cost to be included on list. There were no other questions or comments. **Motion Carries.**

Vote to approve the contract with Bradford County Communication Services for 2012. A motion was made by Mr. Osmun and seconded by Mr. Hickey to approve the contract. **Under the question:** Mr. Jarrett explained that this is for answering services between 5:00pm and 8:00am Monday through Friday, and all day on Saturday and Sunday. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Motion Carries.**

Committee Reports:

- ❖ **Public Works** – Mr. Flick reviewed the issues discussed at the Committee’s December meeting.
- ❖ **Public Safety** – Mr. Osmun reviewed the issues discussed at the Committee’s December meeting.
- ❖ **Administration** - Mr. Cerutti stated the Committee discussed delinquent sewer collection process and reminded the Borough Council about the special Council meeting on December 18th to discuss the allocation of the natural gas impact fee revenue.
- ❖ **Library** – Mrs. Howland explained that the Library’s E-Library system is being heavily used by patrons.

Adjourn – A motion was made by Mr. Osmun and seconded by Mr. Hickey to adjourn the meeting at 6:30pm. There were no objections. Motion Carries.

Respectfully submitted,

David M. Jarrett
Borough Manager/Secretary