

Borough Council Meeting January 19, 2012

Call to Order – Mr. Farley called the meeting to order at 6:00pm and Mr. Flick led the flag salute.

Special Presentation – Mr. Farley and Mayor Thomas on behalf of the Borough presented plaques to Chesapeake Energy and State Line Auto Auction in appreciation of their assistance to the Borough during the September 2011 flood. In addition, Certificates of Appreciation were presented to each Borough Fire Company, Administration, Police, and Public Works Departments, local media and Tom Yonkin in recognition their service to the Borough and residents during the flood. The Borough will present additional Certificates of Appreciation to several other businesses, organizations, and individuals in the weeks to come.

Roll Call – The following members of the Borough Council were present; Mr. Cerutti, Mr. Farley, Mr. Flick, Mr. Hickey, Mrs. Howland, and Ms. Sabatura. Also Present; Mayor Thomas, Ms. Fice, Borough Finance Coordinator, Mr. Jarrett, Borough Manager, and Attorney Foster, Borough Solicitor. Excused: Mr. Osmun.

Approval of the Minutes – There were no additions or deletions to the minutes of the December Borough Council meeting or the January 3, 2012 re-organization meeting, and therefore the minutes will stand as presented.

Citizens to be Heard – Shelly Northrup of 118 Francis Street, Sayre invited the Council to an informational meeting that is planned regarding natural gas drilling. Mr. Farley advised Ms. Northrup to forward the date and time of the meeting to Mr. Jarrett when it is scheduled. Ms. Northrup also asked that the Administration Committee meeting be scheduled at time when people who work can attend and also commented on the traffic signal proposed by CVS.

Finance Report – There were no questions or comments regarding the December 31, 2011 finance report and it will be placed on file for review by the Borough's auditor.

Bills List – A motion was made by Mr. Flick and seconded by Mr. Hickey to approve the bills.
Under the question: Ms. Sabatura asked for a clarification of the insurance bill and the road salt bill. Ms. Fice explained that the amount of the payment covered the Borough's liability, vehicle, and property insurance, and Mr. Jarrett explained that the salt bill was for two loads of salt and delivery. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Correspondence Summary – There were no questions or comments regarding the correspondence summary.

Appointed & Elected Official's Reports:

- ✚ Borough Manager / CDBG Coordinator – Mr. Jarrett reviewed his report and highlighted the various projects completed in 2011 and planned for 2012, and explained that the Borough is waiting on an announcement regarding the 2011 entitlement application.
- ✚ Valley Joint Sewer Authority – Mr. Farley stated that the plant upgrade project has started and that the Authority approved more than \$130,000 in bills related to the project at their January meeting.

- ✚ Fire Chief – There were no questions or comments of the Chief’s Report.
- ✚ Police Chief – There were no questions or comments, and Mayor Thomas stated that the police service agreement with South Waverly Borough continues to be positive.
- ✚ Code Enforcement Officer – Mr. Cerutti reviewed the report and explained that a breakdown of the flood damaged properties has been developed. Mr. Cerutti explained that one of the Agency’s 2012 goals and objectives is to work with property owners to ensure that they are not victims of fraud as they work to rebuild their homes.
- ✚ Borough Solicitor – There were no questions or comments.
- ✚ Mayor – Mayor Thomas reiterated his appreciation for everyone who helped the Borough during the September flood and asked the Borough Council to authorize the placement of a plaque in the Borough Hall that will recognize the efforts of everyone who helped.
- ✚ Council President – Mr. Farley announced that the Borough received a Land Development application from the Zaremba Group for the new CVS Pharmacy building to be located on the corner of North Keystone Avenue & Tuscarora Street, and a sub-division request from Donald & Shirley McCutcheon 312 Harris Street. The plans will be forwarded to the Bradford County Planning Office for review and comment.

Vote to re-classify Travis Snyder from Per Diem Patrol Officer to Permanent Part-Time Patrol Officer as recommended by the Public Safety Committee. A motion was made by Mr. Flick and seconded by Mr. Hickey Vote to re-classify Travis Snyder from Per Diem Patrol Officer to Permanent Part-Time Patrol Officer as recommended by the Public Safety Committee. **Under the question:** Ms. Sabatura asked if Officer Snyder would be eligible for a full time position if one became open, and Mayor Thomas stated that the Borough would conduct a civil service test if a full-time position needed to filled and that Officer Snyder would be required to take the test and receive one of the top three scores to be considered for a full-time position. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to authorize the purchase of confined space safety equipment for an amount not to exceed \$3,700.00 as recommended by the Administration Committee. A motion was made by Mr. Cerutti and seconded by Mr. Flick to authorize the purchase of confined space safety equipment for an amount not to exceed \$3,700.00 as recommended by the Administration Committee. **Under the question:** Ms. Sabatura asked why the price is higher than the amount discussed in the Committee meeting, and Mr. Cerutti reviewed what equipment was being purchased and the cost of the equipment. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to approve Payment Application #3 for the construction of the Police Department Building submitted by G. Webster Inc. in the amount of \$38,011.74. A motion was made by Mr. Cerutti and seconded by Mr. Hickey to approve Payment Application #3 for the construction of the Police Department Building submitted by G. Webster Inc. in the amount of \$38,011.74. **Under the question:** Mr. Jarrett stated that the project is moving forward and is scheduled to be completed in April. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to approve Payment Application #2 for the Hoover/Bradford/Draper Infrastructure Project submitted by G. DeVincentis & Son in the amount of \$312,191.32. A motion was made by Mr. Hickey and seconded by Mr. Cerutti to approve Payment Application #2 for the Hoover Bradford/Draper Infrastructure Project submitted by G. DeVincentis & Son in the amount of \$312,191.32. **Under the question:** Mr. Hickey asked Mr. Jarrett if he was satisfied with invoice for the project, and Mr. Jarrett stated that invoice was reviewed at length and that the contractor has done a good job to get the majority of the work completed before Winter. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to approve Payment Application #3 for the Hoover/Bradford/Draper Infrastructure Project submitted by G. DeVincentis & Son in the amount of \$38,965.20. A motion was made by Mr. Flick and seconded by Mr. Cerutti to approve Payment Application #3 for the Hoover/Bradford/Draper Infrastructure Project submitted by G. DeVincentis & Son in the amount of \$38,965.20. **Under the question:** There were no questions or comments. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to approve Payment Application #1 for the Police Department Building submitted by Premier Construction in the amount of \$60,853.62. A motion was made by Mr. Cerutti and seconded by Mr. Flick to approve Payment Application #1 for the Police Department Building submitted by Premier Construction in the amount of \$60,853.62. **Under the question:** Mr. Jarrett explained that the Borough has a separate contract with G. Webster Inc. and Premier Construction and that is why the number on the pay applications are different. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to hire Jerimiah Serfas as a per diem patrol officer. A motion was made by Mr. Flick and seconded by Mr. Hickey to hire Mr. Serfas as a per diem patrol officer. **Under the question:** Ms. Sabatura questioned why the Borough was hiring a per diem patrol officer when a permanent part-time officer was hired earlier in the meeting. Mayor Thomas explained that the Borough previously had two permanent part-time officers however there is only one now and that per diem officers are needed to periodically fill shifts. Mayor Thomas stated that the Borough has three (3) per diem officers and one (1) permanent part-time officer that is scheduled a minimum of 32 hours each week. Ms. Sabatura stated that employment application information should be provided to the Borough Council prior to voting on a hire. Ms. Sabatura also asked whether Mr. Serfas had any experience and the Mayor stated no. Mr. Flick added that Mr. Serfas was a graduate of Mansfield University and completed the required Act 120 Municipal Police Training course. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Mr. Cerutti, and Mr. Farley; YES. Ms. Sabatura; NO. Mr. Osmun; Excused. Motion Carries.**

Vote to approve the bid submitted by Husick Brothers Painting in the amount of \$17,900 for the interior painting project at the Sayre Public Library. A motion was made by Mr. Hickey and seconded by Mrs. Howland to approve the bid submitted by Husick Brothers Painting in the amount of \$17,900 for the interior painting project at the Sayre Public Library. **Under the question:** Mr. Farley explained that the project is funded by a grant received by the Library and that the Borough is the sponsor of the grant and is therefore responsible for awarding the bid. **Roll Call: Mr. Flick, Mr. Hickey, Mrs. Howland, Ms. Sabatura, Mr. Cerutti, and Mr. Farley; YES. Mr. Osmun; Excused. Motion Carries.**

Vote to approve Resolution 2012-01 Application for Permit to Install and Operate Traffic Signals on State Route 1070 – North Keystone Avenue and Tuscarora Street. A motion was made by Mr. Hickey and seconded by Mr. Flick to approve Resolution 2012-01 Application for Permit to Install and Operate Traffic Signals on State Route 1070 – North Keystone Avenue and Tuscarora Street. **Under the question:** Mr. Farley explained that the developer has requested a local contribution of 20% for the traffic signal from both Sayre Borough and South Waverly Borough however the actual amount is not known until the developer provides a construction budget. Mr. Farley further stated that the Borough is seeking grant funding for the project. There were no other questions or comments. *Motion Carries.*

Vote to re-appoint Ron Cole, 609 North Elmer Avenue, Sayre to the Sayre Borough Civil Service Commission for a six year term. A motion was made by Mr. Cerutti and seconded by Mr. Flick to re-appoint Mr. Cole to the Commission. **Under the question:** Ms. Sabatura asked if the vacancy was advertised for letters of interest, and Mr. Jarrett explained that Mr. Cole was originally appointed to fill the unexpired term of Edward Smith and that there is not a vacancy on the Commission but rather that Mr. Cole's term expires on February 1, 2012. There were no other questions or comments. *Motion Carries.*

Committee Reports – The following reports were made;

- ❖ **Administration** – Mr. Cerutti reviewed the issues covered by the Committee and that the Committee will only discuss issues on the agenda to ensure that the Committee stays on track during the year. Mr. Cerutti announced that the Committee will move their monthly meetings to the first Tuesday of each month at 3:00pm.
- ❖ **Public Works** – Mr. Flick reviewed the issues covered by the Committee at their meeting and that a street sweeping schedule will be developed and implemented this year. Mayor Thomas asked that the Committee consider improvements to the water fountain, railroad monument and Dr. Guthrie plaque in the park and asked for area businesses and service organizations to volunteer or donate money for the projects. These issues will be discussed at the Committee's next meeting on February 6, 2012 at 6:00pm.
- ❖ **Public Safety** – Mayor Thomas reported that the new patrol car has been ordered and that the Committee discussed the fire truck purchase at their January meeting. Mr. Jarrett stated that Chief Yonkin is working with Bradford County EMA to conduct a tabletop exercise for the Borough and that it is tentatively scheduled for the end of March or early April.
- ❖ **Library** – Mr. Farley reported that the improvement project is back on track and that the annual Wine & Cheese fund raiser is scheduled for April 16th.
- ❖ **Shade Tree Commission** – Mr. Jarrett explained that the members of the Commission will present their annual report to the Borough Council at the February Borough Council meeting.

New Business – The following issue was presented under new business;

Memorial Plaque – A motion was made by Mr. Flick and seconded by Mr. Hickey to install a plaque at the Borough Hall recognizing everyone who volunteered with the Borough's flood recovery efforts. **Under the question:** Mr. Farley explained that Mr. Jarrett will work with the Administration Committee on this project. There were no other questions or comments. *Motion Carries.*

Ms. Sabatura made comment about CVS and the traffic signal and stated that she opposed any local funds going toward the project as the CEO of CVS is one of the highest paid CEO's in the country.

Adjourn - With no other business to discuss, a motion was made by Mr. Flick and seconded by Mrs. Howland to adjourn the meeting at 7:00pm. There were no objections. *Motion Carries.*

Respectfully submitted,

David M. Jarrett
Borough Manager/Secretary