

Sayre Borough Council Minutes – April 18, 2013

Call to Order – Mr. Farley called the meeting to order at 6:00pm and Ms. Sabatura offered the prayer and led the pledge of allegiance.

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

Approval of the Minutes – The minutes of the March 2013 meeting were approved as presented.

Citizens to be Heard – The following individuals addressed the Borough Council:

- George Bizilia, 106 South Wilbur Avenue addressed the Borough Council regarding the proposed zoning change of 101, 103, and 105 South Wilbur Avenue.

- Linda Spagnoli of Futurescapes Inc. addressed the Borough Council regarding the proposed walking trail that would connect Riverfront Park and Athens Borough. Ms. Spagnoli explained that the project is in the preliminary stages and that a grant will be submitted in the future for technical and design assistance. Ms. Spagnoli stated that Futurescapes would be looking at matching funds for the project from the Borough as well as local businesses.

Finance Report – There were no questions or comments of the report.

Bills List – A motion was made by Mrs. Howland and seconded by Mr. Daly to approve the bills list. Under the question: Ms. Sabatura asked about the invoice for cleaning services and workers compensation insurance. Mr. Jarrett explained that the invoice for cleaning services is a weekly fee and covers the DPW building and the Police building, and that services are provided five days per week. Ms. Fice explained that the invoice for the insurance was a monthly fee. Mr. Osmun asked about the rental fee with Norfolk Southern. Ms. Fice explained that the rental fee is an annual amount.

	Daly	Flick	Howland	Osmun	Sabaturo	Cerutti	Farley
YES	X		X	X	X	X	X
NO							
EXCUSED		x					

Correspondence Summary – There were no questions or comments.

Appointed & Elected Officials Report – The following reports were discussed;

- ❖ Police Chief – Mayor Thomas announced that the Bradford County Sheriff’s Department will be hosting a prescription drug turn-in program at the Police Building on April 27th.
- ❖ Fire Chief – Chief Crossett explained that he and members of J.E. Wheelock Hose Company will be traveling to Wisconsin for the final inspection of the new fire truck. Chief Crossett stated that the new truck will be delivered in May and then placed on display at the Pennsylvania Fire Expo for three days before returning back to the Borough. Firefighters will then be trained on the new truck before it officially goes into service. Chief Crossett also stated that the Department’s recruitment program will take place in October in conjunction with Fire Prevention Month.
- ❖ Code Enforcement Report – Mr. Cerutti reviewed the Code Office’s monthly report.
- ❖ Borough Manager’s Report – Mr. Jarrett reviewed the projects proposed for the coming months that include Oliver Lane Pump Station, Hopkins/Woodworth Sewer Project, Cayuta Creek Bank Stabilization Project, and the 2013 paving project. Mayor Thomas asked about re-paving the cartway on North Wilbur Avenue, and Mr. Jarrett stated that a price quote for the work is being developed.
- ❖ Borough Solicitor’s Report – Attorney Foster stated that he has previously worked with Borton Lawson on a project in Meshoppen Borough and that firm did a very good job. Attorney Foster also stated that the next Public Hearing for the proposed zoning map changes will be on April 24th and that he is working on the proposed sign ordinance.

- ❖ Mayor’s Report – Mayor Thomas stated that he was happy to see the street sweeper out, patrol officers are assigned to foot patrols in the downtown, and an aggressive enforcement of speeding is underway.
- ❖ Council President – Mr. Farley stated that the Valley Joint Sewer Authority project is progressing but behind schedule and that the project engineer will be developing a revised project schedule that the contractor must comply with.

Vote to approve the proposal submitted by T&M Associates for Phase 2 of the Cayuta Creek Bank Stabilization Project as recommended by the Public Works Committee. A motion was made by Mr. Cerutti and seconded by Mr. Osmun to approve the proposal submitted by T&M Associates for Phase 2 of the Cayuta Creek Bank Stabilization Project

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
YES	X		X	X	X	X	X
NO							
EXCUSED		x					

Vote to adopt Resolution 2013-04 authorizing the Council President to sign the Grant Agreement Signature Page for the Borough’s grant application seeking \$35,000 in funding from the Pennsylvania Department of Conservation and Natural Resources for the Island Pond Improvement Project. A motion was made by Ms. Sabatura and seconded by Mrs. Howland to adopt Resolution 2013-04. Under the question: Ms. Sabatura stated that it is important to apply for grant funds because the cost to remove the dock was not covered by the original budget.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to advertise for bids for the South Hopkins Street & Woodworth Street sanitary sewer replacement project.

A motion was made by Mr. Cerutti and seconded by Mr. Daly to advertise for bids for the South Hopkins Street & Woodworth Street sanitary sewer replacement project.

Under the question: There were none.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to authorize the use of the Department of Public Works building by the Sayre Fire Department for the Department's recruitment event as recommended by the Public Safety Committee.

A motion was made by Mr. Osmun and seconded by Mr. Daly to authorize the use of the Department of Public Works building by the Sayre Fire Department for the Department's recruitment event. **Under the question:** Chief Crossett explained that the event will be held in October.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to approve the request of Carter Lynch on behalf of Cub Scout Pack 17 to use Riverfront Park on Sunday, April 21, 2013 to clean up the park's hiking trail.

A motion was made by Ms. Sabatura and seconded by Mr. Daly to approve the request. There were no objections.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Committee Reports – The following reports were discussed;

- ❖ Public Works Committee – Mr. Jarrett reviewed the issues discussed by the Committee at their April meeting, and explained that the Elsbree Street drainage issue will be re-evaluated and a cost estimate will be developed for re-paving the North Wilbur Avenue cartway. Mayor Thomas stated that the manholes on North Elmer Avenue seem to be lower than the driving surface, and Mr. Jarrett explained that the elevation of the manholes is the same now than they were prior to paving.
- ❖ Public Safety Committee – Mr. Osmun reviewed the issues discussed by the Committee at their April meeting and stated that Avery Dennison is conducting additional groundwater testing in the vicinity of the Wilcox Street facility. .
- ❖ Administration Committee – Mr. Cerutti reviewed the issues discussed by the Committee at their April meeting and explained that the Committee is discussing several ordinances. .
- ❖ Library – Mrs. Howland reported that registration for the summer reading program began on April 1st, the Library is utilizing new software, and more than 100 people participated in the E-Reader program.

Vote to approve the request from the Sayre Historical Society to close South Lehigh Avenue between Desmond Street and the South Municipal Parking lot on September 7, 2013 from 10:00am to 4:00pm for the organization’s 3rd Annual History Fair. Under the question:

There were no questions or comments. A motion was made by Ms. Sabatura and seconded by Mr. Daly to approve the request.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to approve the request received from Futurescapes to support the organization’s plans to construct a trail that connects Riverfront Park and Athens Borough. (NOTE: An official Resolution will be necessary for the organization’s future grant application. The Resolution will be presented for the adoption at the May meeting.)

A motion was made by Mr. Cerutti and seconded by Mr. Daly to approve the request. **Under the question:** _____

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to approve the request from Guthrie Sports Medicine for the 29th Annual Guthrie Gallop on May 11, 2013. A motion was made by Mr. Osmun and seconded by Mr. Daly to approve the request. **Under the question:** Mr. Osmun asked if the organization has insurance and that course be inspected prior to the event to ensure there are no issues with the roadway conditions.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Vote to approve the agreement between the Borough and Borton-Lawson Engineering for preliminary engineering services for the Oliver Lane Pump Station and preparation of the Borough’s grant application to the Commonwealth Finance Authority. (NOTE: The application will be submitted by April 25, 2013 so that it can be reviewed by the Finance Authority at the organization’s May 7th meeting. A motion was made by Mr. Daly and seconded by Mrs. Howland to approve the agreement. **Under the question:** Mr. Jarrett explained that the fees charged by the engineering firm will not exceed \$61,000.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
AYE	X		X	X	X	X	X
NAY							
EXCUSED		x					

Recess – Mr. Farley recessed the meeting at 7:15pm.

Executive Session – The Borough Council went into executive session at 7:25pm to discuss litigation and personnel issues. The executive session ended at 8:00pm.

CDBG Request – Ms. Sabatura stated that the Sayre Historical Society submitted a request for CDBG funding for improvements at the Museum, and asked that the request be considered when the Borough's annual CDBG application is being developed.

Adjourn - -A motion was made by Mr. Daly and seconded by Mr. Osmun to adjourn the Council meeting at 8:01pm. There were no objections.