

Borough Council

Minutes – July 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, Flick, Mrs. Howland, Mr. Osmun, Ms. Sabatura, Mr. Ceruitti, and Mr. Farley. Also present; David Jarrett, Borough Manager, Elizabeth Fice, Borough Finance Coordinator, Gilbert Crosset, Fire Chief, and Attorney Jonathan Foster, Sr., Borough Solicitor.

Approval of the Minutes – The minutes of the June Regular Meeting and June Special Meeting were approved as presented. There were no objections.

Citizens to be Heard – Deb Macnamara, 237 Desmond Street asked the Borough Council to consider providing a reduced parking rate for tenants who live in the downtown area. Mrs. Macnamara explained that the recent increase in parking fees places undue burden on tenants who have no other options for parking. Mr. Farley asked the Administration Committee to discuss this issue at their August meeting.

- Jan Scott, 204 Hayden Street addressed the Borough Council to clarify that Save Our Sayre was created when CVS wanted to build a new store at the intersection of Lockhart and Keystone and that the organization was resurrected when the re-zoning issue began. Mrs. Scott asked about the renovations to the Cheney Building (200 Desmond Street) and stated renovations to the façade of the building would need to be approved.
- Barbara Ault, 332 West Lockhart Street stated that she spoke to Mr. Cahill and that he advised her that the work being done was temporary. Mrs. Ault stated that a fake brick material was placed above the doorway. Mrs. Ault also questioned how the Borough can require contractors to register with the Code Agency when the Home Improvement Act only requires contractors to register with the Attorney General's office.

- Janice Gardner, 103 Park Place asked about the removal of the brick crosswalk at the intersection of Desmond and Packer and that removing the bricks would impact the Borough's history.

Finance Report – Ms. Sabatura asked about the Code Enforcement Agency fund balances and Ms. Fice explained that there was a misprint on the preface of the report and that she would correct it. Ms. Sabatua also asked about the Code Agency pension allocations and how hiring a new employee would affect the Agency's budget. Ms. Sabatura also asked that a copy of the job description be made part of the minutes.

Bills List – A motion was made by Mr. Daly and seconded by Mr. Osmun to approve the bills list. Under the question: There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	✓	✓	✓	✓	✓	✓	✓
No							

Correspondence Summary - There were no questions or comments.

Appointed and Elected Officials Reports:

- ❖ **Fire Chief** - There were no questions or comments.
- ❖ **Police Chief** – There were no questions or comments.
- ❖ **Code Enforcement Officer** - Mr. Cerutti reviewed the July Code Report.
- ❖ **Valley Joint Sewer Authority** – Mr. Farley explained that the Authority Board was provided a tour of the new facility and that the project is continuing to progress and will be completed in mid-2014. Mr. Farley also stated that Attorney Robert Landy has retired as the Authority's Solicitor after serving as Solicitor since the Authority was created.
- ❖ **Borough Manager & CDBG Coordinator** - Mr. Jarrett explained that the Hopkins/Woodworth Sewer project will begin at the end of the July and that the paving project will begin in August if the bid is awarded.
- ❖ **Borough Solicitor** – Attorney Foster asked for a brief executive session to discuss a litigation issue.

- ❖ **Council President** - Mr. Farley announced that the August Council meeting will be on Thursday, August 22, 2013 at 6:00pm.
- ❖ **Emergency Management** - Mr. Daly explained that he, Mr. Jarrett, Mr. Lathrop, and officials from Bradford County Emergency Management met with Arnie Kriner from Senator Yaw's Office to discuss funding possibilities for the Waverly-Sayre River Gauge.

Vote to award the 2013 Paving Project to Glenn O. Hawbaker of State College, PA in the amount of \$157,002.35. A motion was made by Mr. Flick and seconded by Mr. Daly to award the contract for the 2013 Paving Project to Glenn O. Hawbaker. **Under the question:** There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	✓	✓	✓	✓	✓	✓	✓
No							

Vote to award the North Wilbur Avenue Paving Project to Glenn O. Hawbaker of State College, PA in the amount of \$64,545.00 and utilize Act 13 Impact Fees for the cost of the project. A motion was made by Mr. Osmun and seconded by Mrs. Howland to award the North Wilbur Avenue Paving Project to Glenn O. Hawbaker of State College, PA in the amount of \$64,545.00 and utilize Act 13 Impact Fees for the cost of the project. **Under the question:** There were no questions or comments.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	✓	✓	✓	✓	✓	✓	✓
No							

Vote to award the downtown sidewalk repair project to J&D Ward Contracting of Sayre, Pennsylvania in the amount of \$7,914. A motion was made by Mr. Daly and seconded by Mr. Cerutti to award the downtown sidewalk repair project to J&D Ward Contracting in the amount of \$7,914. **Under the question:** Mr. Osmun stated that he was concerned that the Borough is changing its policy by doing the work. Mr. Jarrett stated that the repairs to the sidewalks are in accordance with the Borough Code which states the Borough may complete the work at its cost or at the cost of the property owner.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes	✓	✓	✓		✓	✓	✓
No				✓			

Vote to approve the removal of the brick crosswalks at the intersection of West Packer Avenue and Desmond Street and to repair the intersection with blacktop as recommended by the Public Works Committee. THIS ISSUE WAS TABLED PENDING FURTHER DISCUSSION BY THE COUNCIL.

Vote to approve Resolution 2013 – 08 authorizing the Council President and Vice President to sign contract documents for the Borough’s Act 13 Marcellus Legacy Grant application seeking \$25,000 for the Island Pond Improvement Project. A motion was made by Mr. Flick and seconded by Mr. Daly approve Resolution 2013-08. **Under the question:** Mr. Jarrett explained that Resolution was necessary for the grant application and that the grant will be submitted before the July 31st deadline.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Aye	✓	✓	✓	✓	✓	✓	✓
Nay							

Vote to approve Resolution 2013 – 09 authorizing the Council President and Vice President to sign contract documents for Futurescape’s Act 13 Marcellus Legacy Grant application for the Sayre / Athens Walking Trail. A motion was made by Mr. Flick and seconded by Osmun. **Under the question:** Mr. Jarrett explained that the grant amount being requested is \$11,750.

	Daly	Flick	Howland	Osmun	Sabatura	Cerutti	Farley
Yes		✓	✓	✓	✓	✓	✓
No							
Abstain	✓						

Committee Reports: The following reports were made to the Borough Council;

- Public Works - Mr. Flick reviewed the issues discussed by the Committee that were not agenda items at the Council meeting.
- Public Safety – Mr. Osmun reviewed the issues discussed by the Committee and stated the Committee would be discussing Brock Street, and the feasibility of converting the 1993 KME into a reserve engine and a squad vehicle.
- Library – Mrs. Howland explained that Susan Robinson retired and that a new librarian will be hired in July.

Recess - Mr. Farley recessed the meeting at 6:55pm.

Executive Session – The Council went into executive session at 7:01pm to discuss a litigation issue. The session ended at 7:19pm.

Adjourn – A motion was made by Ms. Sabatura and seconded by Mr. Daly to adjourn the meeting at 7:19pm.

Respectfully submitted,

David M Jarrett
Borough Manager/Secretary